



# Wanstead High School



## Year 7 Parent/Carer Handbook 2025 - 2026

Wanstead High School  
Redbridge Lane West, London E11 2JZ  
Tel: 020 8989 2791  
email: [whs@wansteadhigh.co.uk](mailto:whs@wansteadhigh.co.uk)  
Headteacher: Miss E Hillman

Education with Character



## Contents

Our School Vision	3 - 5
General Information	6
Term Dates 2025 – 2026	7
Role of the Form Tutor and Tutor Time	8
School Rules and Expectations	9
Methods of Communication and Contact	10
Attendance and Punctuality	11 - 12
Teaching and Learning	13
Home Learning	14
Assessment	15
School Uniform, Clothing and Appearance	16 - 18
Catering	18
Centralised Detention	19
Mobile Phone Policy	19
Banned and Prohibited Item Lists	20
Pupil Leadership - Education with Character	21
Extra-Curricular Activities	21
Wanstead High School - Parent Teachers Association (PTA)	22
Finally	23

**Thank you for taking the time to read this important booklet.** We hope it will give you all the information that you need ahead of your child starting at Wanstead High School in September 2025.

## Our School Vision

### Who we are?

Wanstead High School is a modern, forward-looking school with traditional values maintained over the last hundred years. We seek to provide the best, most inclusive, local education for all our pupils and a thriving and collaborative environment for staff, ensuring no one is left behind. We seek to develop a passion for learning which promotes academic and career success, happiness, personal growth and confidence whilst ensuring everyone is safe and everyone is able to benefit from the right help when they need it.

We all achieve in our learning community by being: **ready, respectful and responsible.**

### What is our vision?

A school that creates....

- A love and passion for creative and collaborative learning - inside and outside of the classroom - which is encouraged to drive progress and ambition within our school: staff, Governors and pupils alike.
- A curriculum on offer that is engaging, relevant, broad and balanced and is implemented equally for every pupil in every classroom.
- The development of character is fostered in all areas of school life and pupils develop to be kind and respectful of others' views and opinions and nobody tolerates bullying or discriminatory behaviour.
- All pupils are challenged consistently to excel in everything they do, from academic study, sport, artistic skill, through to their personal and group behaviour and attendance.
- Pupil, parent and staff voice and strong relationships help to shape our values and development.
- A focus on wellbeing.

### Education with Character - what is character education?

Character education is all about helping children grow into kind, responsible, and thoughtful individuals. It focuses on developing positive personal traits—called virtues—such as honesty, respect, courage, and empathy.

These traits guide how children feel, what motivates them, and how they behave. Character education isn't just a school subject—it's part of everyday life at home, in the classroom, and in the wider community.

Through planned lessons and everyday experiences, children learn to understand what's right, make good choices, and act with integrity. They begin to reflect on the kind of person they want to become and learn how to make wise decisions—even when faced with difficult choices.

The ultimate goal of character education is to help children develop practical wisdom—the ability to know what's right and to do it, not just because they're told to, but because they truly understand why it matters.

The school is a member of the Association of Character and in line with the Jubilee character education framework we provide opportunities so that a range of positive character virtues are 'taught, caught and sought'

In 2023, the school community collectively identified five-character virtues which are a priority for us as a school community. They inform our shared identity and are virtues which all members of the community, adult and young person, aspire to each day. Our character virtues are:

- **Curiosity**
- **Integrity**
- **Respect**
- **Service**
- **Teamwork**

## Key Members of Staff from September 2025

### Senior Leadership Team

<b>Headteacher</b>	Ms E Hillman	<a href="mailto:e.hillman@wansteadhigh.co.uk">e.hillman@wansteadhigh.co.uk</a>
<b>Deputy Head - Teaching and Learning</b>	Mrs E Bray	<a href="mailto:e.bray@wansteadhigh.co.uk">e.bray@wansteadhigh.co.uk</a>
<b>Deputy Head - Behaviour and Personal Development</b>	Ms H Martin	<a href="mailto:h.martin@wansteadhigh.co.uk">h.martin@wansteadhigh.co.uk</a>
<b>Business Manager</b>	Ms S Williams	<a href="mailto:s.williams@wansteadhigh.co.uk">s.williams@wansteadhigh.co.uk</a>
<b>Assistant Headteacher</b>	Ms D Samuel	<a href="mailto:d.samuel@wansteadhigh.co.uk">d.samuel@wansteadhigh.co.uk</a>
<b>Assistant Headteacher</b>	Ms R Priestley	<a href="mailto:r.priestly@wansteadhigh.co.uk">r.priestly@wansteadhigh.co.uk</a>
<b>Assistant Headteacher</b>	Mr L Wood	<a href="mailto:l.wood@wansteadhigh.co.uk">l.wood@wansteadhigh.co.uk</a>
<b>Assistant Headteacher</b>	Mr Z Ali	<a href="mailto:z.ali@wansteadhigh.co.uk">z.ali@wansteadhigh.co.uk</a>
<b>Director of Inclusion</b>	Ms D Cini	<a href="mailto:d.cini@wansteadhigh.co.uk">d.cini@wansteadhigh.co.uk</a>

### Curriculum Team Leaders

<b>Art &amp; Design/Technology</b>	Mr A Yiacoumi	<a href="mailto:a.yiacoumi@wansteadhigh.co.uk">a.yiacoumi@wansteadhigh.co.uk</a>
<b>Computing</b>	Mr B Alom	<a href="mailto:b.alom@wansteadhigh.co.uk">b.alom@wansteadhigh.co.uk</a>
<b>Drama and Dance</b>	Ms R Walker	<a href="mailto:r.gullefer@wansteadhigh.co.uk">r.gullefer@wansteadhigh.co.uk</a>
<b>Economics</b>	Mr G Brodie	<a href="mailto:G.Brodie@wansteadhigh.co.uk">G.Brodie@wansteadhigh.co.uk</a>
<b>English</b>	Ms A Malik	<a href="mailto:a.malik@wansteadhigh.co.uk">a.malik@wansteadhigh.co.uk</a>
<b>Geography</b>	Mr M Hamza	<a href="mailto:d.leftwich@wansteadhigh.co.uk">d.leftwich@wansteadhigh.co.uk</a>
<b>History &amp; Classics</b>	Mr P Chartorizhsky	<a href="mailto:p.chartorizhsky@wansteadhigh.co.uk">p.chartorizhsky@wansteadhigh.co.uk</a>
<b>Language Support</b>	Ms N Gomez	<a href="mailto:n.gomez@wansteadhigh.co.uk">n.gomez@wansteadhigh.co.uk</a>
<b>Special Educational Needs</b>	Ms E Piorkowska	<a href="mailto:e.piorkowska@wansteadhigh.co.uk">e.piorkowska@wansteadhigh.co.uk</a>
<b>Mathematics</b>	TBC	Contact: <a href="mailto:z.ali@wansteadhigh.co.uk">z.ali@wansteadhigh.co.uk</a>
<b>Media Studies</b>	Mr C Sheehan (temp)	<a href="mailto:c.sheehan@wansteadhigh.co.uk">c.sheehan@wansteadhigh.co.uk</a>
<b>Modern Languages</b>	Ms D Collins	<a href="mailto:d.collins@wansteadhigh.co.uk">d.collins@wansteadhigh.co.uk</a>
<b>Music</b>	Mr I Sweet	<a href="mailto:d.collins@wansteadhigh.co.uk">d.collins@wansteadhigh.co.uk</a>
<b>PE</b>	Mr J Sains	<a href="mailto:J.Sains@wansteadhigh.co.uk">J.Sains@wansteadhigh.co.uk</a>
<b>Science</b>	Mr Hadden	<a href="mailto:m.hadden@wansteadhigh.co.uk">m.hadden@wansteadhigh.co.uk</a>
<b>Social Sciences/RP</b>	Ms E Christofides	<a href="mailto:e.christofides@wansteadhigh.co.uk">e.christofides@wansteadhigh.co.uk</a>
<b>Personal Development</b>	Mr L Wood (SLT)	<a href="mailto:l.wood@wansteadhigh.co.uk">l.wood@wansteadhigh.co.uk</a>

**Heads of Year and Pastoral Support Managers**

	Head of Year	Email	Pastoral Support Manager	Email
<b>Year 7</b>	Ms R Gullefer	<a href="mailto:r.gullefer@wansteadhigh.co.uk">r.gullefer@wansteadhigh.co.uk</a>	Ms N Ahmed	<a href="mailto:No.Ahmed@wansteadhigh.co.uk">No.Ahmed@wansteadhigh.co.uk</a>
<b>Year 8</b>	Ms E Hayes	<a href="mailto:e.hayes@wansteadhigh.co.uk">e.hayes@wansteadhigh.co.uk</a>	Ms S Khan	<a href="mailto:Sa.Khan@wansteadhigh.co.uk">Sa.Khan@wansteadhigh.co.uk</a>
<b>Year 9</b>	Ms N Jacobs	<a href="mailto:n.jacobs@wansteadhigh.co.uk">n.jacobs@wansteadhigh.co.uk</a>		
<b>Year 10</b>	Ms C Murray	<a href="mailto:c.murray@wansteadhigh.co.uk">c.murray@wansteadhigh.co.uk</a>	Ms J Seekings	<a href="mailto:j.Seekings@wansteadhigh.co.uk">j.Seekings@wansteadhigh.co.uk</a>
<b>Year 11</b>	Mr M Tinker	<a href="mailto:m.tinker@wansteadhigh.co.uk">m.tinker@wansteadhigh.co.uk</a>		
<b>Year 12</b>	Ms E Horne	<a href="mailto:e.horne@wansteadhigh.co.uk">e.horne@wansteadhigh.co.uk</a>	Ms S Fullerton	<a href="mailto:s.fullerton@wansteadhigh.co.uk">s.fullerton@wansteadhigh.co.uk</a>
<b>Year 13</b>	Ms T Van Beers	<a href="mailto:t.vanbeers@wansteadhigh.co.uk">t.vanbeers@wansteadhigh.co.uk</a>		

**Year 7 Tutors**

<b>7 Mallard</b>	Ms K Ali/Ms Ammantoola
<b>7 Wren</b>	Ms H Ahsan/Ms C Shepperd
<b>7 Brambling</b>	Dr C Adelle
<b>7 Kestrel</b>	Mr P Chartorizsky
<b>7 Skylark</b>	Mr T Ready
<b>7 Hobby</b>	Mr B Weakliam
<b>7 Redpoll</b>	Ms M Kara
<b>7 Gadwell</b>	Ms A Yiacoumi

## General Information

Wanstead High School  
 Redbridge Lane West  
 Wanstead  
 London E11 2JZ  
 Tel: 020 8989 2791

**Co-Chair of Governors:** Ms E Lake/Mr I Selby

**Email:** [whs@wansteadhigh.co.uk](mailto:whs@wansteadhigh.co.uk)

**Website:** [www.wansteadhigh.co.uk](http://www.wansteadhigh.co.uk)

**DfE Number:** 317 4021

## Times of the School Day

Time	Activity
8.25am	Gates open
8.35am	First warning bell
8.40am	Registration/ Morning Tutor Time / Assembly
9.00am	Period 1
10.00am	Break for KS3 Years 7-9 Period 2 for KS4 & KS5 Years 10-13
10.20am	Break ends for KS3 Years 7-9 Period 2 for KS3 Years 7-9
11.00am	Break for KS4 & KS5 Years 10-13
11.20am	Break ends for KS4 & KS5 Years 10-13 Period 3 for all
12.20pm	Lunchtime for KS3 Years 7-9 Period 4 for KS4 & KS5 Years 10-13
1.05pm	Period 4 for KS3 Years 7-9
1.20pm	Lunchtime for KS4 & KS5 Years 10-13
2.05pm	Period 5 for all
3.05pm	Afternoon Registration
3.15pm	School Ends/After school activities start

**Breakfast Club** – this is open each morning from 7.30am-8.20am. Latest admission is at 8.15am. Pupils should enter through the main school reception. Supervision is provided by Sixth Formers and we provide a free simple help yourself breakfast bar, including juice and bagels. There is no need to book.

**Library** – this is open each morning from 7.30am-8.20am. Latest admission is at 8.15am. Pupils should enter through the main school reception. Supervision is provided by Sixth Formers. There is no need to book.

**Assembly** – pupils have an allocated assembly day and will attend assembly in place of Tutor Time one day per week.

## Term Dates 2025 – 2026

### Autumn Term 2025 - 26 School Term and Holiday Dates

**Starts from Monday 1st September 2025 \* to Friday 19<sup>th</sup> December 2025**

*(pupils return back to school on Tuesday 2nd September 2025).*

INSET 1 Monday 1st September 2025

Disaggregated INSET DAY: Friday 3rd October 2025

**Half term break – Monday 27<sup>th</sup> October 2025 to Friday 31<sup>st</sup> October 2025**

INSET 2 Friday 28 November 2025

**Christmas break – Monday 22<sup>nd</sup> December 2025 to Friday 2<sup>rd</sup> January 2026**

### Spring 2025-2026 School Term and Holiday Dates

**Monday 5<sup>th</sup> January 2026 to Friday 27<sup>th</sup> March 2026**

INSET 3 Monday 12th January 2026

**Half term break – Monday 16<sup>th</sup> February 2026 – Friday 20<sup>th</sup> February 2026**

**Easter break: Monday 30<sup>th</sup> March 2026 to Friday 10<sup>th</sup> April 2026**

### Summer 2025-2026 School Term and Holiday Dates

**Monday 13<sup>th</sup> April 2026 to Monday 20<sup>th</sup> July 2026**

**Half term break – Monday 25<sup>th</sup> May 2026 to Friday 29<sup>th</sup> May 2026**

**Disaggregated INSET DAY: Monday 20<sup>th</sup> July 2026**

**Last Day of Summer Term (for pupils) Friday 17<sup>th</sup> July 2026**

#### Bank Holidays in 2025/2026

Please note the following is a Bank Holiday not included in school holidays above:

Monday 4<sup>th</sup> May 2026

#### Whole School Training Days for 2025/2026 (School closed for pupils)

INSET 1: Monday 1st September 2025

Disaggregated INSET DAY 2: Friday 3rd October 2025

INSET 3: Friday 28th November 2025

INSET 4: Monday 12th January 2026

Disaggregated INSET DAY 5: Monday 20th July 2025

## Role of the Form Tutor and Tutor Time

In primary school your child’s class teacher would have been your first point of contact and was responsible for overseeing your child’s academic well-being and pastoral care. At secondary school, your child’s form tutor will assume this crucial role. Your child’s Form Tutor will be an important advocate for your child and the central figure in supporting contact and communication between home and school. The primary focus of the Year 7 tutors in September will be on building relationships with their tutor group and ensuring they feel welcomed and settled at Wanstead High.

You will be provided with their tutor’s contact details when they start in September, so you will know how to get in touch with them, however, it is important to note that due to the demands of a secondary school environment and structure, you may not have the same level of incidental contact with your child’s tutor as you currently do with their class teacher.

Form tutors meet with the children in the tutor group each morning from 8.35am until 9am (and again at the end of the day) where they will firstly check on your child’s wellbeing and help to resolve any issue they may have emerged. Tutors will also carry out a number of daily checks such as uniform and equipment before facilitating the school’s tutor time curriculum. Although each year group will have different milestones and events that characterise that academic year and inform their tutor time curriculum, overall, the structure and focus of the week is consistent from Year 7 to Year 11.

### Year 7 Tutor Time Programme - days may be changed

Monday	Tuesday	Wednesday	Thursday	Friday
Year Group Assembly Collective Learning and Reflection	Word of the Week (WOW) Key notices Behaviour Routines and Reminders	Drop Everything and Listen (DEAL)	Skills Builder Careers Activity	Votes for Schools Character Activities Pupil voice and Discussion programme

Once a week, pupils attend a year group assembly, although Heads of Year will often lead this session there will be a range of speakers from across the school each year and the focus may be on an important safeguarding issue, national awareness theme or character virtue. This is also an important forum where we recognise and celebrate pupil achievement throughout the year but more pointedly at the end of each half term in a dedicated achievement assembly.

On Tuesday pupils are introduced to Word of the Week, this is part of our literacy strategy which supports vocabulary development and reading skills. Key notices about the school day, week and enrichment opportunities are shared and tutors may also deliver a ‘5-minute lesson’ relating to a key behaviour expectation or routine, for example expectations in the event of a fire drill or alarm. On Wednesday, pupils participate in DEAL, tutors and confident readers, read an extract whilst members of the tutor group track and listen. The group then explores the text collectively using reciprocal reading strategies. Pupils benefit from the Skills Builder programme on a Thursday morning which uses structured careers focused activities to develop in an age-appropriate way skills which will prepare them not only for success at school but later on in the world of work.

During tutor time on a Friday morning, pupils will engage in discussions on relevant ethical and topical issues which ultimately leads to them as a collective group sharing their views and opinions. This activity teaches pupils the importance of being curious, being informed and being heard.

In order that pupils do not miss any of these important learning opportunities, it is vital that pupils arrive in school by 8.35am so that they are seated in their tutor base ready for registration at 8.40am and a prompt start to the planned activities as described above.

## School Rules and Expectations

We have three school expectations at Wanstead High School which are in place to ensure all pupils are able to attend school and learn in a safe and calm environment. We ask pupils to:

### BE READY, BE RESPECTFUL, BE RESPONSIBLE

Linked to these rules are some key expectations that are shared and revisited with pupils on a regular basis.

Pupils must be ready	Pupils must be respectful	Pupils must be responsible
<ul style="list-style-type: none"> <li>• Have excellent attendance and punctuality to school</li> <li>• Wear the correct uniform smartly and appropriately at all times</li> <li>• Remove outdoor wear before entering class, place on the back of the chair</li> <li>• Have correct equipment for each lesson</li> <li>• Follow classroom and school routines</li> <li>• Arrive at lessons promptly and begin 'Do Now' in 90 seconds</li> <li>• Engage in every lesson - complete activities, participate in discussions, answer and ask questions</li> <li>• Submit good quality home learning on time</li> </ul>	<ul style="list-style-type: none"> <li>• Use good manners to all members of the community - say hello, good morning, good afternoon</li> <li>• Use the terms, Mx, Miss and sir as appropriate</li> <li>• Hold doors open for others - adults and pupils</li> <li>• Listen actively and respectfully when adults and peers and are speaking</li> <li>• Follow all staff instructions without argument or delay</li> <li>• Do not disrupt the learning of others or themselves</li> <li>• Keep hands, feet, and objects to themselves</li> <li>• Be polite and use positive language to all, in person and on social media</li> <li>• Treat all others with kindness and dignity</li> </ul>	<ul style="list-style-type: none"> <li>• Be <b>PROUD</b> of your learning</li> <li>• Walk calmly and safely in the corridor, keeping to the left</li> <li>• Keep the community tidy - litter goes in the bin</li> <li>• Act positively and politely in the wider community, to and from school</li> <li>• Contribute to the school community - take up opportunities as an active citizens and pupil leaders</li> <li>• Always seek support from an adult when resolving conflict.</li> <li>• We are a sharing school-Report incidences of bullying and peer harassment to a member of staff</li> <li>• Have no banned items in school (please see list of prohibited list)</li> <li>• Represent the school in a way which reflects our vision and ethos</li> </ul>

Please take the time to read through our Behaviour for Learning Policy for further information around behaviour and support. This will be updated with some minor changes in the Autumn Term and we will advise you on this.

<https://www.wansteadhigh.co.uk/site/data/files/users/template/files/policies/Wanstead%20High%20School%20Behaviour%20Policy%20Ratified%20July%202023.pdf>

## Methods of Communication and Contact

- **Contacting the school** – You should call the main phone (or email) [whs@wansteadhigh.co.uk](mailto:whs@wansteadhigh.co.uk)
- **Pastoral System** – The school is organised in Year Groups, each with a Head of Year and each tutor group is led by a Form Tutor. Each year also has an attached Pastoral Support Manager, a non-teaching member of staff who will support the pastoral needs of the year group. Please use these members of staff as your first point of contact if you have any initial concerns.
- **Heads of Department can be contacted if there is an issue around a specific subject.**
- **Communication** – Letters or messages will go home via Edu link. The website is the main place to access information about the school and this continues to be developed. The Heron Home link newsletter from the school to parents is sent at the end of each half-term and celebrates the events of the term. We regularly post news on our socials - @WansteadHighE11.
- **Progress Evenings/Events** – Each year group has a Progress Evening once per year. These continue to be run virtually using a package called School Cloud. This is due to feedback from parents who prefer this way of running these events. Each Head of Year is asked to organise one other event for parents/carers during the school year. For Year 7, this is likely to be early on in the Autumn Term and there will be a chance to meet your child's tutor.
- **EduLink One – Main Parent Information and Communication System**
- **EduLink One** is the main tool that parents should use to receive daily communications and information about their child. A parent guide can be found on our school website.
- The app can be found through a Search on Apple App Store or Google Play Store and install the App to a mobile device – you can have it on multiple devices if you wish.
- You can also access it through your server using the following link:

<https://www.edulinkone.com/#!/login>

You will be able to review

**Attendance:** View your child's attendance and punctuality record

**Behaviour:** View both achievement and consequence points

**Documents:** View letters, reports for your child and other documents relating to your child.

**Catering:** This will show you the catering purchases your child has made and the amount of credit on the account. Unfortunately, balances cannot be topped up here, you will need to access the school payment website.

**Timetable:** Displays your child's lesson timetable.

**Contacts:** This screen will show you the contact information we have for you and your child. You are able to update these.

**Medical Information:** Review medical information we hold for your child and contact us with any updates when needed.

**Exams Timetables:** If your child is sitting public exams, you are able to view their timetable and seating information.

## Attendance and Punctuality

There are proven links between good attendance and a range of positive outcomes for pupils and for this reason we encourage pupils and their families to aim for a minimum attendance of **95%**. Pupils with attendance of 95% and above typically leave both primary and secondary school with significantly better exam results than those with less regular attendance.

DfE The link between attendance and attainment in an assessment year, March 2025

[The link between attendance and attainment in an assessment year](#)

In addition to academic outcomes, we know that pupils with regular attendance are also much more likely to flourish socially and emotionally.

We know for some pupils with chronic physical and mental health conditions that this is not possible and we are here to support you and your child if they are unable to attend school, your first point of contact in this regard should be your child's Form Tutor or Head of Year.

Pupils must arrive at school by 8.35am in the morning ready for a prompt start at 8.40am when the register is taken. Pupils who arrive after 8.40am will be given a late code on the register and parents and carers notified that pupils have been issued with a same day 30minute detention after school from 3.15pm until 3.45pm. Please support your child in planning their journey into school, ensuring that adequate buffer time is given to the journey to allow for rush hour traffic and any minor disruption to public transport e.g., a bus is slightly later than the published timetable, that may occur.

If a pupil is late three times in one week, they will be placed in late detention on a Friday afternoon from 3.15pm until 4.30pm. Pupils who arrive after 9.10am without a valid communication by their parent or carer will be given a U code which counts as half a day absence and this will in turn impact their overall attendance figure.

## Absence from School

It is a parent/carer's responsibility to ensure pupils attend school regularly and to also inform the school when a child is going to be sent and the reason why. If your child is unwell, please call the pupil absence line on the first day of any absence before 8am where possible.

If the absence continues for more than one day, a call should be made each morning that you are absent from school. Depending on the length and frequency of absence the Attendance Team or your child's Head of Year may request medical evidence to support authorisation of the absence. **Please note that if your child's absence falls below 90%, we may request medical evidence to support further authorised absences, particularly when absences are sporadic but increasingly frequent.**

If your child has a long-term medical condition or additional need and circumstance that impacts their attendance to school, please get in contact with the school so that we may support you and your child.

**The school has a separate telephone number for reporting student absence which is 020 8530 8904. Please notify us of your child's absence prior to 8am where possible.**

As a safeguarding measure, if a child is absent from school and we have not received prior notification, then the school will notify the parent/carer via a text alert system called 'Parent Call'. This alert goes to parent/carers mobile number and landline and will be sent as soon as possible following attendance checks in period 1 lessons, if you receive this alert, please call the school number and request to speak to a member of the school attendance team. If we do not hear from you the team will continue to attempt to make contact with parents/carers and then emergency contacts across the school day.

## Planned Absence

For planned authorised absence a request must be made to the Headteacher via the google form found here <https://forms.office.com/e/a0jh6fmPkQ> and on the attendance page of the school website, these should be completed at least 15 school working days in advance of the absence, where possible. This includes absence for trips abroad, extracurricular activities and religious observance.

Please read through our school attendance and punctuality policy for further guidance on authorised and unauthorised absence. Please note this will be updated early in the new academic year due to updated government guidance

- Our full Attendance and Punctuality Policy can be accessed [here](#)
- Please find the DfE Working Together to Improve Attendance Policy here  
[https://assets.publishing.service.gov.uk/media/66bf300da44f1c4c23e5bd1b/Working\\_together\\_to\\_improve\\_school\\_attendance\\_-\\_August\\_2024.pdf](https://assets.publishing.service.gov.uk/media/66bf300da44f1c4c23e5bd1b/Working_together_to_improve_school_attendance_-_August_2024.pdf)
- DfE roles and responsibilities for school attendance can be found here  
[https://assets.publishing.service.gov.uk/media/66bf301e253aee7aafdbdfea/Summary\\_table\\_of\\_responsibilities\\_for\\_school\\_attendance\\_-\\_August\\_2024.pdf](https://assets.publishing.service.gov.uk/media/66bf301e253aee7aafdbdfea/Summary_table_of_responsibilities_for_school_attendance_-_August_2024.pdf)

## Helpful NHS guidance on illness and absence from school.




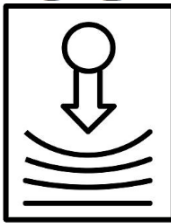

- A parent's guide to keeping kids healthy this school term  
<https://ukhsa.blog.gov.uk/2024/01/03/a-parents-guide-to-keeping-kids-healthy-this-school-year/>
- Is my child too ill for school?  
<https://www.what0-18.nhs.uk/parentscarers/worried-your-child-unwell/child-unwell-ok-go-nurseryschool>  
<https://www.nhs.uk/live-well/is-my-child-too-ill-for-school/>

## Teaching and Learning

The Wanstead High Habits on How We Learn provides our pupils and teachers with an aide memoire on the habits that make for effective teaching and learning. We use **LEARN** as a structure for our learning habits.

**LEARN** is drawn from research on teacher effectiveness and the science of how pupils learn.

**Wanstead High Habits: How We LEARN**

<b>L</b>	<b>E</b>	<b>A</b>	<b>R</b>	<b>N</b>
				
<b>Leader</b>	<b>Enquirers</b>	<b>Active Participants</b>	<b>Resilient</b>	<b>No Fear</b>
<ul style="list-style-type: none"> <li>We arrive on time and <b>DO NOW</b>.</li> <li>Be prepared for learning – equipment and mindset.</li> <li>Engage with and respond to feedback.</li> <li>Know next steps and targets.</li> <li>Complete home learning by deadline and to best of their ability.</li> </ul>	<ul style="list-style-type: none"> <li>Connect to new learning.</li> <li>Ask questions of your learning journey – where, why, how, what?</li> <li>Ask your teacher questions about the new learning.</li> <li>Question what you don't understand.</li> </ul>	<ul style="list-style-type: none"> <li>Participate and are actively engaged in all learning activities.</li> <li>Collaborate with your peers and learning partners.</li> <li>Avoid opting out.</li> </ul>	<ul style="list-style-type: none"> <li>Ready to be challenged and to think hard.</li> <li>Adapt strategies to develop resilience.</li> <li>Ask teacher when need to get unstuck.</li> <li>Keep making those improvements.</li> <li>Keep going with your home learning, developing independent study skills.</li> </ul>	<ul style="list-style-type: none"> <li>Rise to the challenge and stretch yourself.</li> <li>Embrace a Growth Mindset.</li> <li>Know your Targets and strive towards these.</li> <li>High aspirations beyond your goals.</li> <li>Believe in yourself!</li> </ul>

- Through our curriculum we aim for pupils to be developed as **leaders** of their learning, from the basics of ensuring they are on time to each lesson, prepared with the right equipment and mindset for learning, to developing their metacognition - their ability to think about their approach to learning and how they will tackle the task ahead and problem solve.
- We encourage our pupils to **enquire**. For this our teachers will always ensure that learning intentions are shared and are clear, so that pupils know what they are learning and why. Teachers will always question our pupils to engage them in thinking and to check their understanding.
- We aim to keep pupils **active** in their learning, therefore they will be involved in a variety of activities through the curriculum, this includes pair work, small group work, discussions as well as independent work. Keeping the learning environment inclusive we endeavour to ensure that no learner is left behind and therefore avoids opting out or not taking part.
- It's important that we develop **resilience** as pupils will be challenged through the curriculum. We want our pupils to be ready to be challenged and to think hard every lesson, to embrace a healthy struggle in their learning process and to draw on the skills enabling them to know where to find the help, to keep making improvements.
- A **No Fear** approach is instilled as we want all of our pupils to rise to challenges, set aspirational goals and have ambition in their learning and progress.

## Home Learning

The type of home learning and independent tasks set by each subject varies and it will be reviewed in 2025-26. The key principle behind home learning is for our pupils to develop their independent learning habits, an essential part of developing their metacognition. Therefore, home learning tasks will in the main:

- Complement the teaching and learning in the classroom.
- Allow pupils to consolidate, practise and revise content and skills learnt in lessons.
- Prepare pupils for future learning (content to study).

Home learning is set on Google Classroom and this platform supports pupils with recording, managing and organising their work around their due dates. However, pupils can also have access to hard copies of home learning tasks in some cases. Resources for each subject are also accessible via Google Classroom with curriculum overview and intent for each subject on the website.

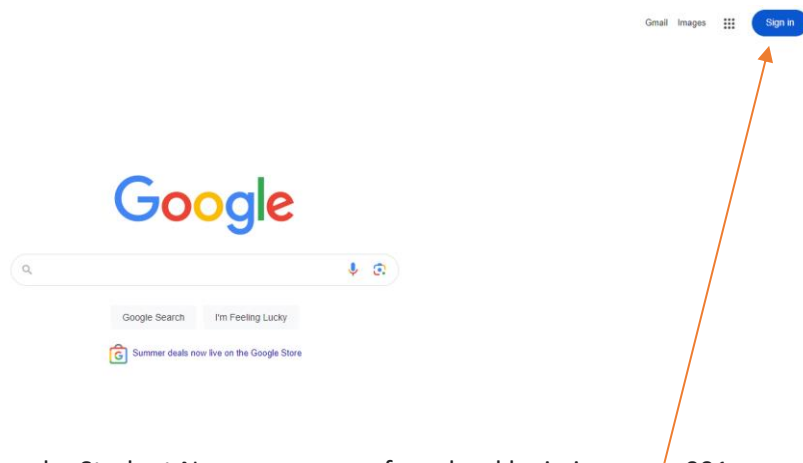
Some examples of home learning are as follows:

- Preparation for a future lesson.
- Online learning and quizzes.
- Research or presentation-based tasks.
- Revision for a formal assessment or for a low stakes test.
- Reading for comprehension.

Some subjects such as Maths use on-line portals (Sparx) to support learning or in Art, pupils may be set a project-type homework. Completed home learning tasks will be acknowledged by their teachers and used in lessons. Our ultimate aim is to ensure that all home learning tasks completed independently are inclusive, meaningful, purposeful and impactful.

## Google Classroom

Your child will be provided with login details within the first two weeks of term. Parents will also be provided with logins (which use personal email addresses provided). A How to Guide on GC will be sent out each term on how to best use the Chrome Web Browser. Please Click on the **“Sign in”** button on the top right corner of the browser window. This will take you to the **“Sign In”** page.



For example, Student Name username for school login is: sname001

So, Google Workspace Account login details are: [sname00@elearning.wansteadhigh.co.uk](mailto:sname00@elearning.wansteadhigh.co.uk)

You enter these in the section highlighted in red.

You need to ensure the Wanstead domain is used: @elearning.wansteadhigh.co.uk

Please press **“next”** and ask your child to enter their school password.

## Assessment

Pupils will undertake key assessments during a challenge cycle each term. Details will be set out at the start of each term.

## School Uniform, Clothing and Appearance

How we present ourselves can be a way of communicating our feelings and values. Being well presented and smart supports self-confidence, identity and pride. High standards of uniform and personal appearance can make a valuable contribution to the self-confidence of individual pupils and the professionalism of the school community as a whole. A shared uniform supports the principles of equality and unity, it encourages a sense of belonging and identity as a pupil of Wanstead High School. It also prepares pupils for working life, many careers require uniforms or clear professional dress codes. All uniform is gender neutral. Pupils will be given lanyards to wear in September which will contain their timetable and an identity card.

Required Items: Years 7-11	Description
Burgundy school blazer with school badge	- Blazers must be worn to and from school. They must be worn at all times around the school site and in lessons unless given permission by their class teacher in class or by a whole school announcement during periods of extremely hot weather, when they may be carried or left at home in exceptional circumstances.
School tie	- All pupils must wear a school tie. Ties can be purchased from school via ParentPay or from our uniform retailer. A pupil's year group is identifiable by the colour of the stripe on their tie. The stripe must be visible at all times.
White plain school shirt	- Top button must be done up. Shirts can be long or short-sleeved.
Black tailored school trousers or black tailored school shorts	- Trousers and shorts must be tailored school-style and not be skinny or tight-fitting or baggy canvas skate style trousers. No leggings, jeans or denim.
Black knee-length school skirt	- Skirts must be school-style and not be skinny or tight-fitting. Skirts must not be rolled up and must be to the knee. Pupils should wear black tights with skirts if they do not reach the knee - to be reviewed shortly.
Black V-neck long-sleeved plain pullover (optional)	- No sweatshirts, no cardigans and no logos apart from school badge. Pullovers do not have to have the school badge if worn.
Black leather shoes with black soles and black laces	- Smart, flat boots to the ankle may be worn. No Dr Martens boots, no trainers, no high heels, no canvas shoes, no coloured laces (except when sold in school for LGBTQ+ awareness). Nike Air Force or similar are not a suitable school shoe.
White or black socks	- Must be worn up to or below the knee and no patterns.
Flesh tone or plain black tights (optional)	- No patterns and tights must not be torn or ripped.
Outdoor coat (optional)	- Appropriate coat suitable for school. Unzipped whilst in the school building. Hoodies or tracksuit tops may not be worn instead of a coat.

Required Items: Sixth Form	Description
Formal fit suit	- Should be smart and professional, ID badges must be worn at all times.
Formal collared shirt with tie or business style blouse	- Top button must be done up. Shirts can be long or short-sleeved.
Formal fit skirt or dress (professional length) with business style blazer	- Should be smart and professional, ID badges must be worn at all times
Black leather-style shoes	- Formal flat or low-heeled shoes or sensible, practical, flat or low-heeled formal boots can be worn but must be covered under the trousers or no higher than ankle length.
V-neck plain formal jumper/cardigan can also be worn	- Must show a collared shirt and tie/blouse underneath.

## Uniform & Appearance Rules

Children coming to school in unacceptable uniform will be supplied with the correct uniform from the Reflection Centre. Pupils are asked to leave a deposit (an article of minor value) whilst school property is being borrowed.

In cases of financial need, parents can apply to the school for assistance towards the cost of school clothing.

<b>Required Items: Years 7-11</b>	<p><b>School PE Kit</b></p> <ul style="list-style-type: none"> <li>• Wanstead High School polo shirt with logo</li> <li>• Black shorts/black tracksuit bottoms/black leggings - all with logo; or</li> <li>• Plain black shorts/plain black tracksuit bottoms/plain black leggings (no cycling shorts)</li> <li>• Plain black Football socks</li> <li>• Plain white ankle socks</li> </ul> <p><b>Optional Additional Items:</b></p> <ul style="list-style-type: none"> <li>• A Wanstead High School Quarter Zip Fleece (during periods of cold weather/outdoor lessons)</li> <li>• Shin Pads for Football are advised</li> </ul>
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Item	Description
<b>Jewellery</b>	<ul style="list-style-type: none"> <li>- Jewellery worn to school should be safe and appropriate. Pupils may wear up to two small stud earrings in each ear and one small nose stud may also be worn. Hoop or drop earrings of any size are not permitted. No other body or facial piercings should be displayed.</li> <li>- Pupils may wear a watch; smart watches are not permitted in exams or assessments.</li> </ul>
<b>Make-Up</b>	<ul style="list-style-type: none"> <li>- Make-up needs to be subtle and nail varnish can be worn. Heavy make-up, heavy false eyelashes and long acrylic nails are considered inappropriate for school and a distraction from the purpose of school, they are not permitted in Years 7-11.</li> </ul>
<b>Hair</b>	<ul style="list-style-type: none"> <li>- Pupils must wear their hair in a natural colour, bright unnatural colours are not permitted. Extreme hair styles or those associated with any kind of anti-social activities or groups are not permitted. These change from time to time and the Headteacher reserves the right to specify what these might be at any point. The patterned shaving of hair or eyebrows is forbidden.</li> <li>- Wanstead High School has adopted the Halo Code. This means our school champions the right of staff and pupils to embrace all Afro-hairstyles. We welcome Afro-textured hair worn in all styles including, but not limited to, afros, locs, twists, braids, cornrows, fades, hair straightened through the application of heat or chemicals, weaves, wigs and headscarves, as long as they are in line with school colours and hair colour guidance. This does not include durags or bonnets which are not appropriate in school.</li> </ul>
<b>Hoodies and other non-uniform jumpers or coats</b>	<ul style="list-style-type: none"> <li>- Hooded sports tops or 'hoodies' are not permitted and will be confiscated. Only a black V-neck jumper may be worn in school, this does not have to be logoed. Dance or Drama hoodies are only allowed for extra-curricular activities.</li> </ul>
<b>Hats, Ski Masks, Balaclavas, Face coverings</b>	<ul style="list-style-type: none"> <li>- It is not permitted for any pupil to wear any form of cap or hat in the school building. A woollen hat can be worn to and from school and at break/lunchtimes when the weather is cold. Ski masks, balaclavas and face coverings should not be worn, to, from or within school.</li> </ul>



All items of logoed uniform can be purchased from our School Outfitters.

- Speed Stitch - <https://speedstitch.co.uk/>
- Carolina's - <https://carolinaschooloutfitters.co.uk/>
- Fashion Stop - [fashionstop@hotmail.com](mailto:fashionstop@hotmail.com) E6 2HT
- PTA Preloved Uniform

Other items can be bought from any other appropriate establishment.

## Catering

### Catering Supplier

Starting April 2024, Wanstead has partnered with Innovate to provide nutritious and healthy break food and lunches for all pupils. The daily offerings are available from the main dining hall and the external food pod.

### Healthy Break Food and Lunches

- **3-Week Lunch Menu:** A varied menu cycle that includes vegetarian and vegan options daily.
- **Main Meal Deal:** A main meal with a dessert or a drink for £2.70.
- **Additional Offers:** Meal deal offers and grab-and-go items are also available.

For a detailed menu and price list, please visit our website.

### Free Breakfast Bar

There is a free breakfast bar available to all pupils who have to or like to get to school early.

**Location:** 6<sup>th</sup> form block

**Time:** 7.45am – 8.20am (last entrance 8.15am)

**Menu:** Porridge, toast, juice

### Sixth Form Café

The 6th form has a dedicated café with its own menu, offering similar meal deals and pricing as the main dining options.

### Parent-Pay System

Wanstead operates a cashless catering and payment system, enabling parents and pupils to manage and pay for school snacks and lunches seamlessly.

- **Account Activation:** Upon enrolment, each family receives an activation letter to set up their account.
- **Account Management:** Parents can add funds to their child's account, which the child can use to pay for food.

### Biometric Payment System

- **Biometric Payments:** Pupils can pay using their fingerprint, provided parental consent is received at the start of the academic year.
- **Alternative Payment:** If consent is not given, a lunch card will be issued. Lost cards can be replaced for £5.00, payable via the school shop.

### Biometric Information

iDStore FAQs

Data Security in iDStore

## Centralised Detention

We operate a **centralised detention** system at Wanstead High School, these run each afternoon **Monday to Friday** from **3.15pm until 4pm**. These are supervised by Middle Leaders and Pastoral Support Managers.

Any staff member may place a pupil in centralised detention for disruptive behaviours or persistent behaviours including lesson disruption, lack of home learning, lateness to school or lesson. The law does not require parental consent to place a pupil in detention but Staff are required by our school policy to record the detention via Edu Link software, parents/carers are given 24 hours' notice via edu link push notification. Parents/Carers are able to see all behaviour consequences issued to their child via Edu Link One. If parents/carers would like to discuss the reason for the detention with the teacher who issued it in more detail they can contact the member of staff via the school's email address or telephone number.

Staff must also notify the pupil and they will also be reminded in both am and pm registration on the day of their detention. If pupils miss a detention, they are given a further opportunity to complete the detention during the week. If pupils fail to complete the detention, they may be given an internal exclusion.

## Mobile Phone Policy

**Key Stage 3 and 4 Policy:** Pupils across Year 7 to Year 11 are expected to hand in their mobile phones during am registration each morning. Pupils are supplied with a small mobile phone pouch which is labelled with their name and tutor group. Once collected phones are placed in a tutor group lock box which is then placed in a secure cupboard within a secure staff office.

Mobile phones are then returned to pupils in pm registration. Pupils placed in centralised detention will have their phones returned at the end of detention. If pupils are found to have not handed in their phone, the phone will be confiscated until the end of the school day, returned as normal and they will be placed in detention in the first instance.

In September, pupils will be given their lanyard when they hand their phones in - they are expected to wear this all day and hand this back at the end of the day. This will contain a timetable and identity card.

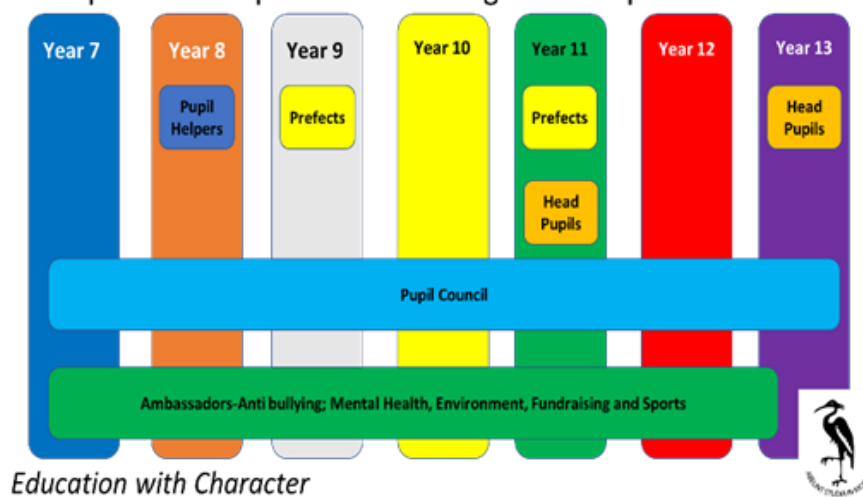
**Key Stage 5 Policy:** Our current policy in the 6th form is that pupils are allowed to use mobile phones responsibly within the 6th form centre only. If mobiles are misused or used in other areas of the school site then the phone will be confiscated and again pupils may be required to hand it in each morning.

## Banned and Prohibited Item Lists

Please note that pupils are not allowed to bring the following items on site, if pupils are suspected to be in possession of them, they may be searched as per the school policy and may face appropriate sanctions. If pupils are found in possession of confiscated items they will be confiscated and returned to parents/carers. The school is not able to accept any responsibility for these items whilst on the school site.

Prohibited Items (dangerous and/or offensive)	Banned Items
<ul style="list-style-type: none"> <li>- Knives or weapons,</li> <li>- Alcohol,</li> <li>- Illegal drugs including edibles</li> <li>- Stolen items</li> <li>- tobacco and cigarette papers</li> <li>- Fireworks</li> <li>- Pornographic images</li> <li>- Any article that the member of staff reasonably suspects has been, or is likely to be, used:</li> <li>- to commit an offence, or to cause personal injury to, or damage to the property of, any person (including the pupil).</li> </ul>	<ul style="list-style-type: none"> <li>- Mobile phones, ear pods/phones, electronic and recording devices such as smart watches and IPADS</li> <li>- Sugary, Fizzy, energy Drinks, Large juice cartons, chewing gum and Junk Food including large bags of sweets, biscuits, nuts all any food type containing nuts</li> <li>- Aerosols and sprays</li> <li>- Make up, nail polish, fake eyelashes, fake nails</li> <li>- Large hoops, diamanté earrings, drop earrings, Facial piercing jewellery and bangles</li> <li>- Items brought on site with intention for sale e.g., Food, sweets, clothing, games</li> <li>- Vapes, E-Cigarettes, lighters, matches</li> <li>- Undeclared or un prescribed medication, Legal highs and drug paraphernalia</li> <li>- Stink/Water bombs</li> <li>- Hoodies, bandanas, durags, multi-coloured hair bands, ski masks, balaclavas, caps and helmets</li> <li>- Replica weapons or pointed articles such as a compass or any object that could be used with intention of harming or intimidating another person</li> </ul>

## Pupil Leadership - Education with Character



We recently relaunched our pupil leadership vision, and as you can see from the diagram, this includes opportunities for pupils across all Key Stages and more will be added such as Librarian. Every year, we will recruit two Head Pupils for Year 11 and 13 respectively, who will lead the School Council, composed of two pupils from each year group (applications will be opened for this in the Autumn Term).

We will also be launching teams of ambassadors representing important issues such as anti-bullying, mental health, the environment, as well as sports ambassadors. Recruitment for these roles will also open in the Autumn Term. As well as these voluntary roles, all pupils are provided with the opportunity to gain valuable work experience as Librarians and Pupil Helpers, based in reception, in Year 8 and the end of Year 7.

## Extra-Curricular Activities

During the time your child is at Wanstead High School they will be given the opportunity to take part in many outside school activities. These take place at lunchtime or after-school.

A large number of pupils take part in our programme of music and drama activities and we organise a series of concerts, productions and arts events throughout the year. Visits to plays, concerts and art galleries are arranged.

As pupils progress through the school, some departments will organise trips to areas of particular interest. Over the last two years, the MFL department have taken pupils in Year 9 and 10 to both Paris and Barcelona, as well as Year 9 pupils visiting the First World War battlefields in Belgium. Closer to home, there have been visits to the Houses of Parliament, the Old Bailey, museums and places of interest such as Greenwich and St. Albans.

We encourage our Year 9 pupils to take part in the Bronze Duke of Edinburgh Award scheme and this year over 100 pupils engaged and all passed the expedition. Many go on to do Silver in Year 10 and 12.

We aim to support disadvantaged pupils with access to these experiences and further details will be provided for each activity.

## Instrumental Lessons

Parents who wish to sign up for music lessons who do not already learn an instrument with Redbridge Music Service at primary school should use this link.

<https://visionrcl.org.uk/theatre-and-music/redbridge-music-service/music-service-sign-up/>

## Wanstead High School - Parent Teachers Association (PTA)



The PTA is the official body representing the combined involvement of the parents and staff in the school. Its aims are to compliment the professional expertise by promoting goodwill and mutual understanding to the benefit of the school community. All parents with children at the school and staff are automatically members of the Association.

The PTA Committee is made up of various parents with children at the school having been re-launched in 2023 after a break in activity during the pandemic from 2020. A new team stepped up to reinvigorate the organisation and fulfil an important role in assisting and developing the school. Primarily the PTA is here to work with the school body and raise much needed funds for the benefit of the school and children. We seek to improve the standards and environment of the school through our voluntary work. We also help deliver events by supporting staff and pupils in various ways that also often add to our fundraising aims.

We are still recruiting and organising ourselves to deliver our aim to raise half a million pounds by 2026. This is an enormous commitment but one we feel is achievable and essential to make significant improvements for the school and assist its ability to deliver a great experience of education for all our children.

If you would like to be involved to any degree, please do contact us. We are very grateful to all our volunteers who donate precious time to our work and realise not everybody has the same amount to give. We are also looking for those in our community that have skills they can help us with or contacts that may be able to assist in our fundraising aims. It is only through our school community with its rich diversity that we will see our success delivered.

We have also launched our pre-loved uniform shop ensuring that good quality uniform supports other children through the school at a much-reduced cost where every penny raised supports the work we are doing for the school. Please consider donating unwanted items as your children progress through the school in our donation bins at the school and Leisure Centre. We will be publicising more dates to purchase items soon and please thank Elegance cleaners next to the Co-op on the high street who clean all donated items for free.

We wish you and your children all the best in your journey through our school and hope that you can spare time to get involved in some capacity and support our aims.

Please contact us by email: [whspta23@gmail.com](mailto:whspta23@gmail.com) and also visit our page on the school website: [wansteadhigh.co.uk/Parent-Information/PTA/](http://wansteadhigh.co.uk/Parent-Information/PTA/)

Thank you

Dennis Weeks

PTA Chair

## **Finally**

If there is anything you are unsure about, please do not hesitate to contact the school and ask. We know that moving to secondary school is a new and exciting experience but it can sometimes be a little daunting.

We will always do our best to make sure pupils and parents are well informed and supported throughout the move from primary to secondary school and beyond.