St Joseph’s Roman Catholic High School

Year 7 Pupil Handbook 2016/2017

WELCOME

Welcome to St Joseph's, Horwich.
Pupils often tell me that they entered Year 7 in the High School with mixed feelings. They are excited about the new challenges ahead. They may be a bit nervous about how they will cope.

Our Transition activities will help you to settle down quickly to life at St Joseph's. By July you will have met some of your teachers and your form tutor for next year. You will have taken part in some lessons and found your way around the many buildings. All this is intended to make the move from primary to secondary school less of a mystery. This booklet will also help to answer any questions you may still have.

You are coming to an excellent school, where there are lots of opportunities for you to develop your skills and talents, whatever they may be. I want you to be a credit to your primary school, your family, and most importantly to yourself.

You can do this by giving your best in lessons, by following the rules that are intended to make this a safe and orderly place, and by joining in the wide range of activities intended to help you develop as a person. This may be in academic work, sport, drama, clubs, music, charity work, debates or special religious events.

You will change a great deal over the next five years with us, and you can begin in the right way by making a good start in the new term.

I look forward to meeting you.

Mr. Woods

OUR PATRON

Our Patron Saint is Saint Joseph, husband of Mary and foster-father of Our Lord.We know that he was a good man who took care of Mary and Jesus.Tradition says that Joseph was a carpenter. He is the Patron Saint of all workers.

Saint Joseph, Patron of our School, pray for us.
Amen

"JUSTITIA SINE TIMORE"
You will see these words written on our school badge and on our letterheadings.
This is our school motto. It is a Latin phrase which means
JUSTICE WITHOUT FEAR
We like to translate it as -
"BE JUST AND FEAR NOT"
It reminds us that, like Saint Joseph, we should always do what is right and then we will have nothing to fear.

JUSTITIA SINE TIMORE

INDUCTION

Your Form Teacher

In your Primary School you probably had one class teacher for most of your lessons. Here, at St Joseph's, you will meet many different teachers during the day.

All your teachers here care about you and want to help you to get on and to grow up to be successful in school and in life.
One special teacher is your Form Teacher, who is responsible for your welfare.

If you are concerned about anything, then your Form Teacher will always be ready to listen and to help you.
You will see your Form Teacher every day during Form time, in your registration base.

Every morning will begin with 'Sacred Space'- a time for prayer and reflection with your Form Tutor and the rest of your form.

You may be asked to assist your Form Teacher by taking on the job of Form Captain or register monitor.

The Environment

We are all caretakers here - of our buildings and of each other.
We want you to share our pride in the buildings and in the surroundings.
We don't allow chewing gum in school and we don't want other people to have to dispose of our litter.

Catholic School

Catholic Community

Our School is special in many ways. The most important one of these is that we are a Catholic School.

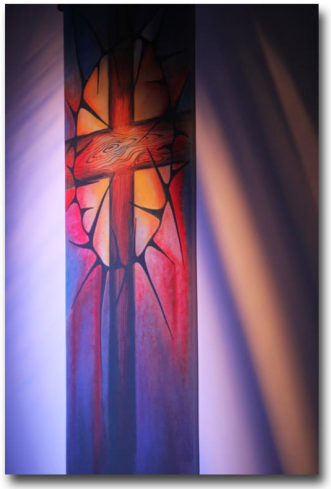
We are proud of our Catholic traditions. We use Christ as our model for our personal behaviour and our treatment of others.

We pray together every day.

We gather as a community for full school assembly.

We come together as Year 7 to share a weekly Year assembly.

You will be expected to take an active part in all these features of religious life at St Joseph's.



Fund raising at St Joseph's

St. Joseph's is committed to many charities in particular Cafod, St. Joseph's Penny, H.C.P.T. and Revive. Many thousands of pounds are raised each year. An active S.V.P. group meets each week in the Chapel and regularly organises fundraising events in addition to a fair-trade justice and peace group. However, we rely on the participation of all our pupils in raising money for charities and are always amazed at the creative ways in which our pupils fundraise and help us to fulfil our mission as a Catholic school in caring for others at local and international level.

Good Advice

1. Plan your route to your new school.

2. Organise your clothes before you go to bed.

3. Organise your bag the night before by checking with your timetable.

4. Remember to get your student planner signed.

5. Try to make new friends - talk to someone new in your class. They all have the same feelings as you!

6. Help someone who seems lost or lonely and you will feel better too.

7. Talk to your teacher if you are not sure about something.

8. Sort out a good, quiet place to do your homework. If it's hard get some help.

9. Get to bed early.

10. **SMILE!**

FORM PATRONS

As members of the St Joseph's community we all subscribe to the gospel values of caring, tolerance, patience and understanding. We actively and consistently promote the words of Christ when he spoke of the greatest commandment "Love God with all your heart, with all your mind and all your strength and love your neighbour as you would love yourself."

Each morning begins with a collective act of worship within Form Groups or a whole Year Group assembly. Form classes are named after inspirational Christian role models of….

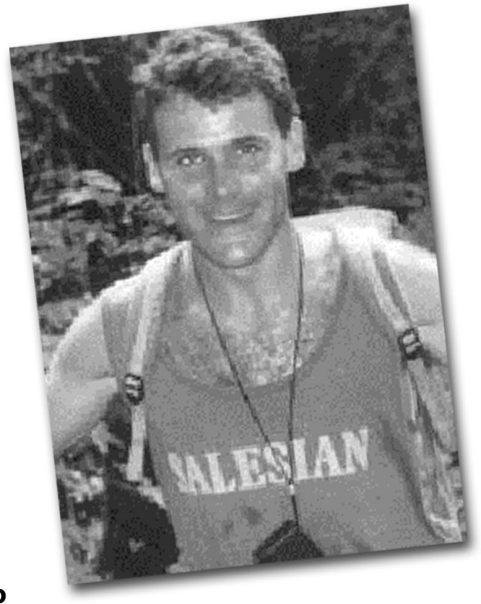
5

SAINT BERNADETTE SOUBIROUS

Bernadette Soubirous was born in 1844 in Lourdes, France. The 11th February 1858 marked the first of 18 apparitions of "the lady" to St Bernadette at the rock of Massabielle in Lourdes. The lady later confirmed herself as the Immaculate Conception – the mother of Jesus. Bernadette was 14 years old at the time. Following the apparitions, St Bernadette joined the Sisters of Charity of Nevers and dedicated the rest of her life to God through service and prayer.

"Love overcomes and love delights."

SEAN DEVEREUX



Sean was a teacher who in February 1989 went to Liberia as a Lay Volunteer working with the Salesian Commmunity. When his school closed in 1990 as a result of the Civil War, Sean stayed to work with the United Nations in relief operations. On 2nd January 1993, Sean was shot dead
assassinated by a hired gunman at the age of 28. Sean died coming to the aid of children and had spent nearly five years helping the poorest of Africa's youths.

"While my heart beats, I have to do what I think I can do – and that is to help those that are less fortunate."

FORM PATRONS

MARTIN LUTHER KING

Dr. Martin Luther King was born in Atlanta, Georgia , USA in 1929 and never backed down in his stand against racism. As a Baptist Pastor he lived out his Christian faith by dedicating his life to achieving equality and justice for all Americans of all colours through peaceful means.

In 1964 he received the Nobel Peace Prize. He was assassinated by James Earl Ray on April 4, 1968.

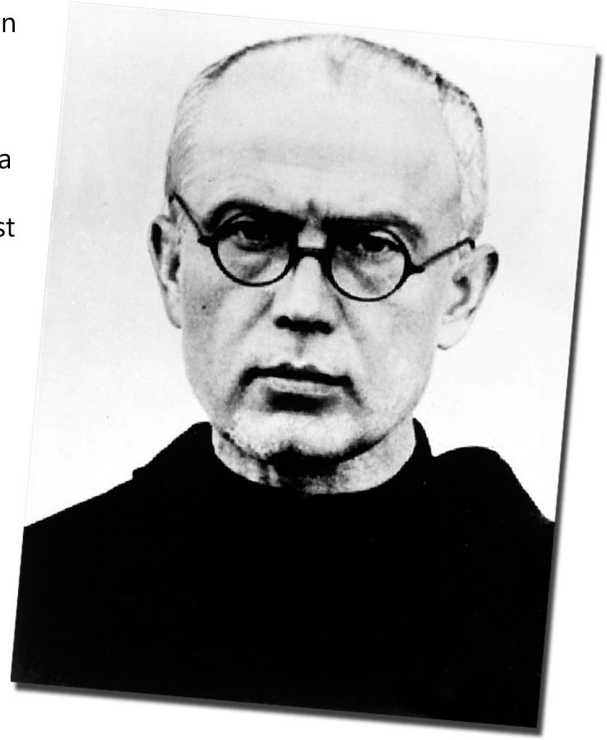
"Faith is taking the first step, even when you don't see the whole staircase."

SAINT MAXIMILLION KOLBE

Maximilian Kolbe was a Polish priest and a prisoner in the Auschwitz concentration camp. When a prisoner escaped from the camp, the Nazis selected 10 others to be killed by starvation in reprisal for the escape.
At this Father Kolbe stepped forward to give his life so that one of the men chosen could survive. His request was granted.

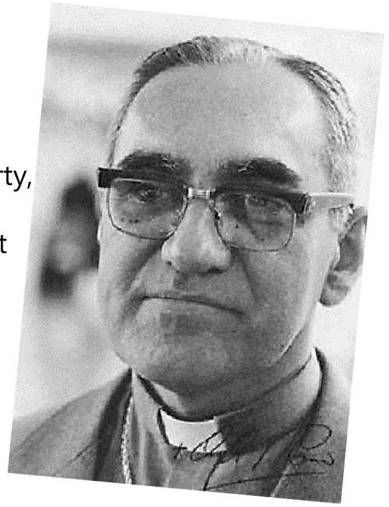
As the ten condemned men were led to the death Block, Father Kolbe supported a fellow prisoner who could hardly walk. Father Kolbe was the last to die on August 14, 1941.

"God dwells in our midst...He remains among us until the end of the world. "



FORM PATRONS

ARCHBISHOP OSCAR ROMERO



Oscar Romero was Archbishop of San Salvador in Central America. He sided with the many poor people of his country and spoke out against poverty, social injustice and torture carried out by the new Government. In 1980 He wrote to the US president asking him to stop sending guns to his country as they were being used to kill innocent people.

He was assassinated on 24th March 1980 whilst saying mass.

"Aspire not to have more...but to be more."

BLESSED MOTHER TERESA

Mother Teresa was a teacher as a Sister of Loretto when she heard God telling her to leave and work with the poor, living among them. Mother Teresa started a school in the slums to teach the children of the poor and also learned basic medicine. In 1950
the group officially became known as the Missionaries of Charity.

Over the years the number have grown from 12 to thousands serving the "poorest of the poor" in over 450 places around the world.

"Before you speak, it is necessary for you to listen, for God speaks in the silence of the heart."

SAINT VINCENT DE PAUL

Vincent was born in 1581 and at the age of 24 was captured and sold as a slave. In 1617 he founded the "Ladies of Charity" within his own parish, which was to be the first of his many charitable organisations established to aid the poor, to set up hospitals, to care for victims of war and to free slaves. Saint Vincent de Paul dedicated his life to serving the poor and the needy.

Vincent died in Paris in 1660, but in 1833 the 'SVP' society was started by Fredrick Ozanam which sees him as its Patron.

"Let all things be done with charity."

If you are ill

Several members of staff are trained First Aiders. They will help you if you are unwell.

Usually, you would speak to your Form Tutor and then seek permission from your Manager of Learning, Miss Dougan, before going to school reception to report your illness.

If you have a recurring illness, eg asthma, your parents/carers should send a note to your Form Teacher, giving details of any medicines you need to take or instructions we need to follow.

You may need to ask your parents/carers to complete a medical form.

Movement Around the School

On your first day you will be given a map of the school. However, you will be surprised how quickly you get to know the layout of the building.

Evacuating the Building

We can all leave the building quickly and safely if we follow a few simple rules. In an emergency a special alarm will sound. This is different from the bell. You then -

STOP whatever you are doing.
LEAVE the classroom in silence when instructed to do so by your teacher.
GO to the Assembly Point by the safest possible route. There you will
LINE UP with your Form.

Your form tutor will explain to you where you line up for a fire evacuation on your first day.

THE SCHOOL DAY

THE SCHOOL DAY

08:45 Pupils lined up on yard with Tutor. Start of school day

08.50-09.15 Registration

09.15-10.05 Lesson One

10.05-10.55 Lesson Two

10.55-11.15 Morning Break

11.15-12.05 Lesson Three

12.05-12.55 Lesson Four

12.55-1:45 Lunchtime

1:45 Movement bell

1.50-2.40 Lesson Five

2.40-3.30 Lesson Six

3.30 End of the Formal Day
Extra Curricular Activities

INDUCTION DAY

Today (Induction day) is not a normal day. Usually you would have Registration or Assembly and then several lessons.
In September your Form Teacher will give you a Timetable and will explain how to follow it.

Some lessons will be with the rest of your form but others will be with other member of your year group.

You will probably know some of the pupils in your form from Primary School. If you don't know anyone, don't worry! Your Form Teacher will help you to learn each other's name and you will quickly make new friends.

SCHOOL LIFE

Punctuality

We value punctuality and you should make every effort to arrive in time for school and for every lesson.
If you are not present for registration you must sign in at the Office.

Absence

If you are absent from school your parents/carers must ring the school office to inform us every day that you are absent due to illness. You should bring a dated absence note on the day you return.

If you know that you will be away from school for some time then a telephone call is essential.

Books and Equipment

You will be expected to have at least one pen, one pencil, one rubber and a ruler for all your lessons. Your teachers will tell you if you need anything else. An equipment list is also given out on the first day of term.

You can purchase additional items at the school shop in the LRC at break and lunchtime.

Homework

A student planner is given to you on your first day to help you to organise your homework. Your Form Teacher will show you how to use it properly. Your parents/carers MUST sign your planner each week.

You should carry your student planner in your bag at all times.

Leaving the Premises

Pupils are not allowed to leave school during normal school hours. Anyone leaving school should have a written pass-out from a teacher, or a letter from parents/carers, and must always book out at the reception.

Going Home

School finishes at 3.30pm.
You should go straight home, either by bus, car or on foot.

Pedestrians should use only the bottom gate.

When you are walking up Sefton Lane towards Chorley New Road you should exercise great care as you pass the point where the school drive exits on to Sefton Lane. You should ALWAYS give way to any vehicle leaving the school drive.

If you need to stay at school late, for any reason, you should ALWAYS tell your parents the night before.

Your parents/carers should never have to worry because they don't know where you are.
Never talk to strangers or accept lifts from anyone you don't know.

SCHOOL LIFE

On the School Bus

We expect excellent behaviour from everyone on the school buses. If you do not behave properly you will not be allowed to use school transport.

Your Appearance

Look after your new school uniform. Wear it properly!
Please ensure that your name can be found in every item of your uniform.

You will not be allowed to wear boots or trainers, nor will you be allowed to wear makeup or jewellery except a watch.

Your hair should be neat and tidy. Extreme styles will not be allowed nor will dyed or coloured hair.

Please do not wear gel or other hair products. Ribbons and hairbands should be either blue or black.

Take pride in your appearance and in your uniform.
The distinctive blazer, pullover and tie are signs that you belong to St. Joseph's

Looking Out For Others

Here at St. Joseph's we think that any kind of action or words which cause hurt or upset in others is serious and should not be allowed to carry on.
It should not be considered to be a normal part of school life.

Do not ignore it.

Do not allow yourself - or others - to be forced to do anything with which you are not happy.

Everyone in our community has the right to enjoy life without being threatened or made to feel small.
Everyone in our school family needs to feel cared for and protected.

Anything that a person does on purpose because he or she knows it will upset another person is bullying.
Seeing others treated in this way, and ignoring it, is rather selfish.

Talking is an effective way to stop it.
Talk to a teacher and know that you will be taken seriously.
Talk to a friend.
Talk to an older pupil.
Talk to a parent.
Talk to another trusted adult.
You do not need to deal with this by yourself.

SCHOOL LIFE

Here at St. Joseph's, we believe that education is not all academic – the aim of an excellent school is to nurture children to become responsible, dynamic young people who can achieve academically and have the skills that can be used in the workplace maintaining the Catholic ethos, that is so important here at our school, in their future lives as adult Christians.

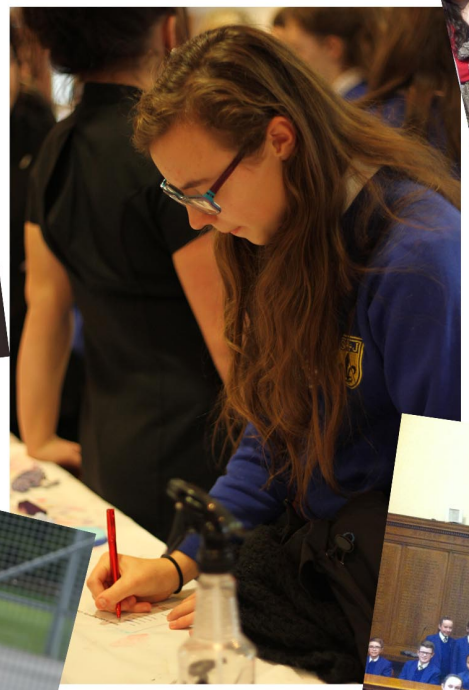
In addition to the many academic lessons and activities, we have a number of enrichment programmes that anyone can get involved in. St Joseph's enjoys a rich and vibrant extra-curricular programme which plays a vital role in building confidence and deepening personalities. These range from sporting clubs and fixtures through to our Cakes & Classics and the Junior SVP.

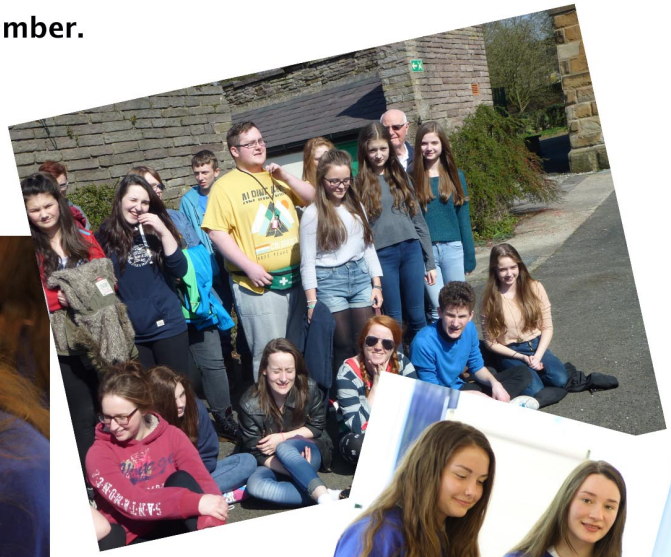
We also provide many opportunities for residential and day visits. These include retreats to Savio House, Duke of Edinburgh expeditions, sporting trips to Jesolo in Italy, the ski course to Folgarida and our pupil exchange to South Africa. Here at St Joseph's, the world really is your oyster!

... AND FINALLY!

There is a lot of information in this booklet. It was put together to help you and to answer some of your questions about your new school.
Read the booklet again over the holidays.
Talk to your parents/carers about it.
Take care of it and bring it with you when you start St. Joseph's in September.

You are a very welcome, new addition to our Community.
All the staff - teaching and non-teaching - will look after you here.
Prefects from Year 11 will also be on duty to help you if they can.





SCHOOL MAP

ZONE - 1
HALL , KITCHEN & BOILER ROOM

ZONE - 2
TOWER BLOCK

ZONE - 3
BRADY BLOCK

ZONE - 4
ROSLA IE: YATES

ZONE - 5
SPORTS HALL & SPORTS CHANGING ROOMS

ZONE - 6
SCIENCE , MUSIC , ICT , FOOD TECH & HISTORY

ZONE - 7
RECEPTION OFFICE AREA & NEW OFFICES

Who's Who

Senior Leadership Team

Mr Woods- Headteacher
Mrs Morgan- Deputy Headteacher
Mr Graham- Deputy Headteacher
Mr Singleton- Assistant Headteacher

Mrs Horridge- Year 7 Manager of Learning

Miss Beckford- Chaplain

Year 7 Form Tutors

Miss Unsworth- Kolbe
Mrs Devlin- Romero
Mr Calderbank- Teresa
Mrs Parkes- Bernadette
Mr McVey- Devereux
Mr Minns- King

You can find out full staff list on our website at www.stjosephsbolton.org.uk/staff-list/

St Joseph's Mission Statement

"Our school is a community where Jesus Christ is our role model and his message the guiding principle behind all we do.

Every member of our community is responsible for creating an environment that is caring, fair and respectful of each individual.

We develop our potential, celebrate our talents and go forward together in faith."

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