



STOCKSBRIDGE
HIGH SCHOOL

Welcome to Stocksbridge High School

#This is just the start

Stocksbridge High School

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Dear Parents/Carers and Students,

We are writing to thank you for choosing Stocksbridge High School for your child's secondary education. As a school, we do not take lightly the trust you have placed in us and our responsibility for the next five years.

We know that starting secondary education can be an exciting and an anxious time for children and their families. Over the coming weeks we will provide a lot more information and give you opportunities to provide your input to support your child enjoying a positive start to Year 7 at Stocksbridge High School. Our website has a lot of information, such as our school policies, the curriculum and how the school day works.

We know that many of you attended our Open Evening in September 2024, but nothing can replace the experience of stepping foot onto our school site and experiencing lessons with staff. We are planning for future opportunities for you all to be able to do just that, but in the meantime please take the time to read through this information in this booklet, even if you already have a child at our school.

There will be a number of opportunities to connect with key staff at Stocksbridge High School over the coming months and I do encourage you to reach out if you have any concerns or queries by e-mailing enquiries@stocksbridge-mlt.co.uk Alternatively, please have a look around our website where you will find all the relevant information under the parent/carer Section.

We are all very much looking forward to meeting you and to working with you over the next few years.

All the staff
Stocksbridge High School

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Mission

“All pupils from all backgrounds, regardless of starting points or barriers to learning have the opportunities to grow academically, socially, morally and spiritually to ensure that when they leave our care every door to a potential future remains firmly open”

Vision

Believe:

- Generate **belief** in students through personal development, raising aspirations and self-respect, and encouraging all students to pursue their dreams.
- Develop **belief** from the community by engaging key stakeholders in every aspect of school life and working together to create a world-class learning environment for their children.
- **Believe** in the staff we have to develop professionally through a comprehensive CPD package that takes into account career stage and encourages a culture of succession and personal aspiration.
- **Believe** in a solutions-focused continuous improvement cycle to drive change and raise standards.

Achieve:

- Have a relentless and unapologetic focus on the outcomes of students to ensure that they **achieve** their dreams.
- Improve the life chances of the community by creating a generation of **high achieving** young people that can drive industry and entrepreneurship, both locally and further afield.
- Celebrate staff **achievements** and recognise their contributions through a morally driven and determined staff body.
- Be recognised nationally for our **achievements** in outcomes and our wider enrichment offer.

Succeed:

- Recognise and celebrate **success** for students on a daily basis with a positive learning culture.
- Be an oversubscribed, **successful** school that is the choice of parents both locally and further afield.
- Have **successful** teachers that are driven to improve their own practice and develop their careers.
- Make our vision a reality, then we will have **succeeded**.

Values

Leaders at SHS	All Staff at SHS
<ul style="list-style-type: none"> • Lead with a positive approach • Are solutions focussed • Are highly visible • Are highly active & act quickly to resolve issues • Model expectations and never ignore problems • Are reflective, support and develop colleagues within our teams • Have high expectations of all stakeholders • Are accountable and confident to hold others to account • Are kind and mindful of well-being, physical and mental health • Communicate with clarity in a timely manner • Put the school's vision and values front and foremost 	<ul style="list-style-type: none"> • Have high expectations of all stakeholders and build confidence • Are reflective and continually strive for improvement • Look after their own well-being and that of others • Put relationships at the heart of everything they do through kindness • Have a relentless focus on outcomes • Uphold standards positively and support the school's drive towards excellence • Use policies and guidance to provide clarity of purpose • Recognise achievements of all stakeholders and celebrate through a culture of success

Parents at SHS	Pupil at SHS
<ul style="list-style-type: none"> • Be part of the decision-making process by involving themselves as part of the school community • Support school decisions by reflecting on the rationale and encourage their child to: • Understand that pupil success is at the heart of the school's values • Engage with the school and respond positively • Be kind to staff that are working hard to do the best for their children • Be confident to approach the school about how we can work more closely together 	<ul style="list-style-type: none"> • Have expectations of themselves and their peers • Be positive in all they do • Be kind, compassionate and caring to others • Be confident to make choices even when they might be difficult • Be reflective and consider the impact of our actions on others • Understand that staff are here to help them to be the best versions of themselves • Be part of the decision-making process by fully engaging in leadership opportunities • Adhere to the school policies

Minerva Learning Trust

Minerva Learning Trust is a multi-academy trust (MAT) which is recognised as one of the largest and highest performing family of schools in the city of Sheffield. Our vision is to provide an outstanding education for students who are from a wide variety of backgrounds across our city. We are immensely proud of our collaborative and inclusive ethos and how our work promotes cultural cohesion and strengthens community bonds.

We believe that schools should enhance the educational provision of an area, especially for the most vulnerable, and that they should make a significant contribution to the community in which they are set. Together, we work hard to ensure that all children within our care have access to high-quality educational provision that provides them with the skills, qualities, and experiences they need to be successful and to positively contribute to society.

We strongly believe that schools are stronger by working together. Together, we create the vision, the strategic direction, and the educational strategy which enables all students in our Trust to flourish regardless of their background or starting point – both academically, socially, and emotionally.

Dates for the Diary

Transition Week

We are already very excited about welcoming our new Year 7 students to Stocksbridge High School for their Transition Week from **Monday 30th June – Friday 4th July 2025**. All children are to attend every day. This will be a chance for students to meet their new classmates, Form Tutor, Pastoral Manager and other key staff. During the days, students will be able to take part in lessons and build familiarity to their surroundings in preparation for September. They will spend a significant amount of time with their Form Tutor and future classmates and they will have the chance to have all of their questions answered. We hope the transition week will give students an idea of what to expect in September and allay any worries. Timings will be confirmed nearer the time.

Summer Camp

Summer Camp will take place on **Monday 28th & Tuesday 29th July 2025**

Uniform Evening

Stocksbridge High School **Wednesday 2nd July 2025 4-6:30pm**

SEND Meeting

Stocksbridge High School **Thursday 22nd May 2025 4-6:30pm**

September start date

The start date for school **Tuesday 2nd September**

APPLICAA – ADMISSIONS+ – ACTION REQUIRED

As part of our commitment to ensuring a seamless transition from Year 6 to Year 7, we are using the system Admissions+ by Applicaa to streamline the enrolment process. It allows us to import student records in advance and seamlessly integrate our new students. By using this system, we can efficiently and securely collect essential student data from you, ensuring accurate and timely processing.

Data Collection: Through Admissions+, we will collect and verify student information, including contact details, medical details, dietary requirements and the required consents for collecting biometric information and photographic consent as well as other activities in school.

Smooth Transition: By participating in this process, you will ensure a smooth transition for your child as they embark on their Stocksbridge High School journey.

Consents: There is a place in this system for you to give us your consent for various activities.
Please take the time to fill in this section.



Placing students into form and teaching groups

We place students into form groups and teaching group as evenly and fairly as possible following receipt of information from primary schools about:

- Academic strengths and areas for development
- General behaviour and attendance
- Friendship circles

Here are some common questions people ask about this process:

Will my child know someone in his/her teaching group?

We try to place everyone with somebody from their current school so that there is at least one face they recognise. Where there are any concerns about behaviour we deliberately keep students apart to ensure a fresh start.

Will my child be in a tutor group with his/her best friend?

This is extremely unlikely. The emphasis is on making a fresh start and making new friends. There is lots of time at break, lunchtime and after-school activities for friends from primary school to get together.

How will Stocksbridge High School liaise with Year 6 teachers to ensure a smooth transition?

We are aware that your child's Year 6 teacher knows them incredibly well and we are keen to work with them as closely as possible. In the first instance, we will send out a form requesting information re. academic ability, behaviour and attendance. This helps us with our initial work. We will then meet with each of the feeder school Year 6 teachers for a one-to-one meeting. These meetings help us obtain more detailed information about each child. We then start work grouping the students and once this process is complete, we send the primary school a copy of suggested teaching groups for them to alert us to any combinations which, for any reason, may prove complex.

We are proud of the hard work which goes into our transition process and over the years we have experienced very few problems when children arrive at Stocksbridge High School. We find that the children settle quickly and tend to make friends from different primary schools – hopefully taking away any worry from both parent/carers and student.

Special educational needs and disabilities

Sometimes parents/carers worry that when children come up to secondary school that these needs are easily overlooked and that their child may fail to make progress. We hope to be able to reassure parents/carers that we take careful steps to make sure that this does not happen. Here are some of the things that we do at Stocksbridge High School:

- Work closely with primary schools so to ensure they pass on as much information as possible about your child.
- Where necessary, arrange for your child to make extra visits to the school to help make sure that their move to secondary school is as smooth as possible.
- Have a range of different intervention activities which can be used to support identified students.
- Work with a range of professionals from outside school to help us better meet the needs of your child. We may need your consent for professionals to share this information, please refer to page 10.
- Offer additional training and share information with staff so that they can provide the very best learning environment for your child.
- Provide a well trained and experienced team that can support both learning, social and emotional needs of your child.
- Have opportunities over the academic year for you to discuss and review your child's learning with key staff.

If you have any questions about provision for your child or would like to arrange a visit to the department, please contact: Kay Theobald – SENDCO (ktheobald@stocksbridge-mlt.co.uk)

**Join us for the SEND meeting with K Theobald at Stocksbridge High School
Thursday 22nd May 4-6:30pm**

September Start Date

The new Year 7 students will start school on **Tuesday 2nd September 2025** We will announce full details of timings of their first day later during this academic year, but this is hopefully helpful information for parents/carers when booking holidays and making other plans. More information will be released about the logistics of this day closer to the time.

Uniform

We have a school uniform at Stocksbridge High School so students can identify themselves as a part of our learning community. It supports the mindset that our school is a place of work and it is very helpful in us maintaining our high expectations of behaviour and engagement. Students represent themselves and their school in our community and we want them to wear it with pride.

Our uniform provider is Pinders Schoolwear and all of the uniform on the Pinders Schoolwear website has been quality checked against the school's uniform policy and any items of branded uniform purchased from the Stocksbridge High School section of the Pinders Schoolwear website will be accepted in school.

Our aim has been to provide greater consistency and remove uncertainty about what constitutes appropriate trousers and skirts. When purchasing these items, please pay particular attention to the requirements of the revised school uniform policy which can be found at the following link: - <https://stocksbridgehigh.co.uk/parents/uniform> Pinders do offer trousers and skirts which are compliant with the school uniform policy. If you wish to buy from an alternative source, the uniform section of the website also includes videos on how to measure your child for skirts and trousers together with a helpful footwear guide. All new year 7's will wear the blue tie from September 2025. Pinders are aware of this requirement.

Similarly buying PE leggings, PE shorts and PE trousers from Pinders will ensure confidence that your child will be able to wear these items in school. If you are sourcing PE shorts, leggings or joggers from alternative suppliers, these should be all black and any logo should be small and discreet.

Please join us on:

Wednesday 2 July 2025 from 4pm until 6.30pm for our Uniform Evening at Stocksbridge High School where you will be able to purchase uniform for your child. They will also be able to try on sizes before ordering on-line.

Pinders School wear are located at Aston, Crystal Peaks and Rotherham. Stocksbridge High School uniform is not available at Crystal Peaks but you can order items and collect online orders from there.

You can also order online by visiting Pinders website or by calling their team on 0114 2513275 to place an order over the telephone. <https://pindersschoolwear.com/schools/235/stocksbridgehigh>

Equipment

All students should attend school with the following: -

Pencil case including:

- Pencils
- Pencil sharpener
- Pens (black or blue, green)
- Whiteboard pen
- Ruler
- Rubber
- Glue stick
- Reading book

Maths equipment including:

- Scientific calculator
- Compass
- Protractor

EQUIPMENT MAT



Students with medical needs

This guide offers information for parents/carers about students with medical needs.

Parents/carers have prime responsibility for their child's health and should provide the school with information about their child's medical needs. Parents/carers should give details in conjunction with their GP or paediatrician as appropriate. This information will be collected in the Appicaa data collection mentioned earlier on page 5.

Medicines in school

Medicines should only be taken into school when essential; that is where it would be detrimental to a child's health if the medicine were not administered during the school day.

Non-prescription medicines

School will not give non-prescribed medicines to a child unless there is specific prior written permission from parents/carers. The use of non-prescribed medicine should normally be limited to a 24 hour period and in all cases not exceed 48 hours. If symptoms persist medical advice should be sought.

DfES Guidelines state: A child under 16 should never be given aspirin or medicines containing Ibuprofen unless prescribed by a doctor.

Medicines should be brought to reception with a signed consent form from parents/carers as soon as your child arrives in school. This consent needs to be given to reception by the parent/carer. One consent form to be completed per item of medication. Copies of this form are available from reception.

Under no circumstances should students be carrying any form of medication in school bags with the exception of prescribed inhalers or EpiPen. Staff need to know of any medications administered in case of emergency. Should you wish to discuss your child's medical requirements or needs in more detail, please ask to speak to Mrs Allen, Mrs Jones or your child's Pastoral Manager.

Examples of medicines that have been prescribed by a doctor/ pharmacist:

- Asthma Inhalers
- Allergy medication
- Pain killers
- Antibiotics– medicine or tablet form
- Medication for diabetes
- Medication for epilepsy

Parents/carers must provide written information and a signed form to allow students to bring medicines into school. **ALL medicines must be taken to reception and must be:**

- **In their original container with prescriber instructions**
- **Clearly labelled by the pharmacist with the child's name on**
- **Medication must be within the expiry date.**

Students who suffer from asthma may carry an inhaler themselves, but please ensure school is informed and a medical form is signed and a spare inhaler is in school at all times. From 1 October 2014 official guidance was issued allowing schools to order salbutamol inhalers as emergency stores in the event that a student has mislaid, broken or used up their own inhaler. All students who are administering medicines in school will need to come to the medical room, where it will be administered and recorded. After joining Stocksbridge High School, you may be asked to complete additional health care information and provide further details around any medical condition your child has.

Attendance monitoring

At Stocksbridge High School, we understand that attendance is a critical part of a student's academic career. As such, we have high expectations for excellent attendance (98-100%). Please note that holidays in the school term will not be authorised under any circumstances.

To report a student absence please contact us on (0114) 2883153, selecting option 1 or by e-mailing attendance@stocksbridge-mlt.co.uk. Please report each day of absence before 8:30am. If your child is absent from school and you haven't notified us with a reason for their absence, you will receive an SMS message from 07860 040436. If this number appears in your inbox, we want to reassure you that it is not a scam and is indeed a legitimate message from our Attendance Team. This number should not be used to report a student absence however you can choose to reply directly to the SMS message and it will reach our Attendance Team.

Home-School Communication – SIMS Parent APP – ACTION REQUIRED

For communication, Stocksbridge High School uses SIMS Parent APP. We need parents/carers to download the app and feel comfortable using the SIMS Parent app.

We use the SIMS Parent app as an interactive way for you to receive updates about your child's progress and behaviour at Stocksbridge High School.

The SIMS Parent app is a one-stop-shop that will allow you to see real-time data regarding:

- ✓ Achievement points
- ✓ Behaviour points
- ✓ Period 6 (Y11 students only)
- ✓ Student report (replacing hard copy version)

Towards the summer break, we will send you an activation email to your Priority 1 e-mail address, simply click on the link from your tablet, PC or smartphone to activate your account - you will be asked to setup a SIMS ID account using your own e-mail address and a password of your choice.

School Transport

Students from Ecclesfield, Chapeltown and High Green areas have access to the 777 school bus service which is provided by Heatons. Heatons/Beewise do not operate payment by card. They will carry some change but please do not send your child with large denomination notes.

You can find information regarding times, bus stops and the different travel passes on our website and this will be communicated in detail before the Summer break. If you require use of this service please fill in the transport box within Applicaa.

Data Protection

Minerva Learning Trust is registered under the Data Protection Act 2018, with the ICO as the data controller for holding personal data. The trust and school have a duty to protect this information and to keep it up to date. The trust and school are required to share some of the data with the Local Authority, DfE and other trusted 3rd parties. Please see our Privacy Notice on the school website for more information.

Use of images in school

Stocksbridge High School & Minerva Learning Trust uses photographic images and video footage of students for a number of purposes. For some limited internal uses, including identification, CCTV, and to support teaching & learning, we don't require consent as these are essential for the safeguarding of our students and delivering the curriculum. For wider uses where the images may be published externally we request your consent. This will be collected in the Applica data collection.

Cashless Meal Service

We use a cashless catering system that makes the purchasing of food much easier and efficient for our students. It also allows parents/carers to monitor what their child is eating, ensuring money is spent on healthy, freshly made food.

As the catering system is biometric, we have a duty under the Protection of Freedoms Act 2012 (sections 26 to 28), to notify each parent/carer of a child and obtain the written consent of at least one parent/carer before they are able to use the automated system. This will be collected in the Applica data collection mentioned earlier on page 5.

You should also note that the law places specific requirements on schools when using personal information such as biometric information about students for the purposes of an automated recognition system and for this reason we are outlining details of what this means here at Stocksbridge High School.

Why do we use a cashless payment system?

- a) **Healthier eating** - The system has a number of benefits which have been beneficial in managing the nutritional needs and healthy lifestyles of our students. We work closely with our catering provider (Taylor Shaw) to ensure that our students receive a wide and varied choice of quality food options. The system also gives you a check on your child's spending.
- b) **Peace of mind for parents/carers** – With a cashless system, you can be confident that the money you give your child will be spent in school on food that has been freshly-prepared and which is nutritionally balanced. Once you have loaded money onto your child's account, these funds can only be spent in school, therefore minimising opportunities for a visit to the sweet shop on the way to or from school! Many parents/carers will also feel happier that they are not sending their child into school every day with significant amounts of money.
- c) **Uptake in Free School Meals (FSM)** - We have also seen an uptake on Free School Meals. All students have their daily allowance credited automatically to their account each day, therefore there is no identification required at the till which means the student has no need to give any explanation that they are receiving FSM. This has removed the stigma of FSM for our students and they have accessed the daily allowance more freely. We have been able to ensure all students are obtaining a meal each day.
- d) **Quicker service** - The system has made our lunchtime queues quicker giving the students more free time at lunch - and the students like the system, which is equally important to us!

Biometrics and Security

Each student will have their fingerprint registered which will then be translated to an Alpha Numeric number and entered into the system program. The image is then discarded. Students, parents/carers and staff can rest assured that the fingerprint images cannot be used by any other source for identification purposes. Fingerprint registration is voluntary.

Frequently Asked Questions

Why do you need to take my child's fingerprint? By taking an image of your child's fingerprint we can turn this information into a digital signature. This takes away the need for cash when purchasing meals.

Can fingerprints be used by any other agency? No, the software we use turns your child's fingerprint into a mathematical algorithm. The image of the finger print is then discarded. The information that is stored cannot be used to recreate an image of the child's fingerprint.

What about students entitled to a 'free school meal'? The system works exactly the same for all students whether they pay or have a free school meal. All students have their own account to use in exactly the same way. The amount allocated for the free school meals will be entered daily into the system. If this amount is not used, it is removed at the end of the day, it does not accumulate.

How are payments made? Via ParentPay. A letter with a registration code will be provided on the run up to September. A daily spend limit of £5.00 will be set for all students and no food above that limit can be purchased. The system will not allow negative balances.

What happens when my child leaves school? When a child leaves school the data will be deleted.

We will require your consent to take your child's fingerprint. This is included when we collect your data through the Applica system.

Providing your consent

As stated above, the written consent of at least one parent/carer is required. However, consent given by one parent/carer will be overridden if the other parent/carer objects in writing to the use of their child's biometric information. Similarly, if your child objects to this, the school cannot collect or use his/her biometric information for inclusion on the automated recognition system.

You can also object to the proposed processing of your child's biometric information at a later stage or withdraw any consent you have previously given. This means that, if you give consent but later change your mind, you can withdraw this consent. Please note that any consent, withdrawal of consent or objection from a parent/carer must be in writing. Even if you have consented, your child can object or refuse at any time to their biometric information being used and this objection does not need to be in writing. We would appreciate it if you could discuss this with your child and explain to them that they can object to this if they wish.

The school is also happy to answer any questions you or your child may have. If you do not wish your child's biometric information to be processed by the school, or your child objects to such processing, the law says that we must provide reasonable alternative arrangements for children who are not going to use the automated system to access our catering provision.

ParentPay – ACTION REQUIRED

Stocksbridge High School is a cashless school and cannot accept cash payments. We use a system called ParentPay to pay for food/drinks, school trips and revision books. In the lead up to the summer break, you will receive an e-mail . You will need to activate an account for your child before the start of the new term – Tuesday 2nd September 2025. Once you have activated your child's ParentPay account, you can add funds. If you have an existing account for another child with ParentPay, then you can just add another account even if they are at a different school. ParentPay have advised parents/carers not to pay via bank transfer or faster payments as this takes up to ten working days to clear. Please add your items to the basket then choose the pay by card option.

Free School Meals

Historically many families who are eligible for Free School Meals do not claim their entitlement. Stocksbridge High School wants to make sure that every eligible child who qualifies for Free School Meals receives their entitlement. You qualify for free school meals if you are in receipt of one of the following;

- Universal Credit (you need to have an annual net earned income of £7,400 or below, as assessed by earnings from up to three of your most recent assessment periods)
- Income Support
- Income-based Jobseekers Allowance
- Income-related Employment and support Allowance
- Support from NASS (National Asylum Support Service) under Part VI of the Immigration and Asylum Act 1999
- The guarantee element of State Pension Credit
- Child Tax Credit with a yearly household income of less than £16,190 (as assessed by HM Revenue & Customs) and do not get Working Tax Credit run-on (paid 4 weeks after someone stops qualifying for Working Tax Credit)

If your child is eligible for free schools meals at junior school, this will transfer over to us automatically.

IF YOU ARE UNSURE OF YOUR ELIGIBILITY, YOU HAVE NOTHING TO LOSE BY APPLYING. We would encourage all families to complete the form at the end of this document, return to us and we will do all the hard work for you by applying on your behalf. The more successful student applications we have, the more funding the Government provides, which ultimately improves the learning experience of all our students.

Free School Meals Registration Form

About You and Your Child/Children (Add those only in Year 6 that are about to attend Stocksbridge High School)

Child's Last Name	Child's First Name	Date of Birth Day/Month/Year	Current School Attending	FSM on or after 01/04/18	Previous school name (if outside Sheffield only)	Previous school location (town/city)

Note: If your child has had an Income Based Free School Meal (FSM) on or after 01/04/18 **outside of Sheffield** please state "Yes" to the FSM award box and add the child's previous school name and location so we can confirm their eligibility, otherwise **please leave the last three fields highlighted blank**

Parent / Guardian Details	PARENT/GUARDIAN 1	PARENT/GUARDIAN 2
Title: i.e. Mr, Mrs, Miss, Ms, Mx		
Last Name:		
First Name:		
Date of Birth: (DD/MM/YYYY)		
National Insurance No. or NASS No:		
Daytime Telephone Number:		
Mobile Number:		
Email Address: If you prefer to receive the decision via email then please provide this here		
Address:		
	Postcode:	Postcode:
Your relationship to the child:		

Declaration

- The information I have given on this form is complete and accurate.
- I understand that my personal information is held securely and agree to the Local Authority using this information to process my application for free school meals and pupil premium.
- I understand that if eligible, my child's eligibility will be shared with the current and future educational settings they attend, and if I make a claim for Free School Meals in a new area, that Sheffield may confirm my child's eligibility for Free School Meals.
- I agree to notify the Local authority in writing if the person claiming the appropriate benefit no longer has responsibility for the child.

Signature of parent/carers: _____

Date: _____