



## **Transitioning to the Ursuline High, Wimbledon – Frequently Asked Questions (FAQs)**

### **THE SCHOOL DAY**

#### **What are the timings of the day?**

Year 7 students are to arrive at 8.25am at the Crescent Road entrance to school where the year 7 team will greet them.

Students leave school at 3.10pm Monday-Thursday and 1.35pm on Fridays. On Fridays, the canteen will remain open after school. Please encourage your daughter to bring in a snack for breaktimes throughout the week as Key Stage 4 (KS4 – Y10/11) have priority at breaktimes to the canteen and Key Stage 3 (KS3 – Y7-9) at lunchtime.

#### **What time can I arrive at school?**

Students should aim to arrive to school for 8.20am. Students wait outside the Crescent Road gates until they open until 8.25am.

#### **Is there a breakfast club?**

Yes, there is. Students should arrive to school at 8.05am and enter at the Crescent Road entrance to school. Mr Glavina sends out further information on the breakfast club.

#### **Is there an after-school club?**

We provide a wide range of enrichment and sports clubs for students to sign up to. There is a year 7 homework club once a week and the SEN homework club runs Monday-Thursdays until 4pm. Our school library is available until 4pm for students to access every day.

#### **What equipment do students need?**

On the first day, students need to bring their school bag, water bottle, snack, locker lock, and pencil case (with blue/black pens, pencil, eraser, sharpener, rule, glue stick, coloured pencils, and highlighters). See 'The First Day' and 'Dress Code' sections of the Transitions Booklet for more information.

#### **What do I do if I am late to school?**

Please call Student Services on 020 3908 3144 no later than 9.30am. Do encourage your daughter to save this number so she can call us if her journey to school is delayed. Students arriving late will need to sign in at Student Services and can then go to their class.

#### **What will my timetable look like?**

Timetables will be given to all students. We recommend students make a copy to keep at home to help with homework planning and packing their school bags. Timetables are available for parents and details will be shared. Monday-Thursday there are 6 periods and on Fridays 5.

#### **Are students expected to be in full uniform on day 1?**

Yes, all students must be in full school uniform. Please read the 'Ursuline Dress Code' section of the Transitions Booklet'.



**Will I get a locker?**

Every student will be allocated locker so that they have somewhere secure to place their mobile phones, coats, and books and/or PE Kit throughout the day. Students are asked to bring in a lock on their first day.

**What happens if I get lost?**

Year 7 students do not need to feel anxious about getting lost. We are a friendly and caring school, and everyone is here to help. If you do get lost, feel confident to stop someone on the corridor and ask for help. If there is no one around, make your way to Student Services or knock on a classroom and speak to a teacher. Year 7 students arriving late to class will not be penalised during the initial weeks.

**What do I do if I feel sick?**

If you feel sick in class, please inform your class teacher. If you are not in a class, please go to Student Services or talk to a teacher, tutor, pastoral support assistant or head of year. We have a Medical Room where you will be monitored and looked after.

**What is a Tutor Group?**

Each student is allocated to one of 7 Tutor Groups (Angela, Bernadette, Catherine, Francis, Margaret, Teresa, Ursula), each one led by a Tutor. Students spend time in their Tutor Groups daily. The Tutor plays an especially important role and Tutor time provides a daily chance for your child to talk to their tutor regarding any problems they might have- however big or small.

**Will I be with my Form for all lessons?**

You will be in your Form for all subjects during the first half term. Then you will be streamed for English and Maths and stay in your form for all other subjects (apart from your language and RE class, where due to timetabling, you will be in the same class as you are for English).

**Will I be streamed for any subjects?**

Yes, students are streamed for English and Maths. See above.

**How much homework should I expect to get?**

Students receive 17 pieces a week and should spend 30-45 minutes completing each piece. They have a homework schedule which teachers use to ensure students can manage their time accordingly.

**What languages will I do, and do I get to choose?**

In Year 7 all students study French. In Year 8 students continue to study French but in addition will study either Spanish or German (this is determined by what Population the student is in).

**What time is lunch, and do we have to bring in money for our lunch?**

Year 7 have their lunch at 12.30 Monday-Thursday. Students do not need to bring in cash to pay for their lunches. Instead, each student will receive lunch cards and parents are expected to keep these topped up via ParentPay. Students in receipt of Pupil Premium will have the relevant amount credited to their account. See the 'ParentPay' section of the 'Transitions Booklet' for more information including how to pay with cash.



**Can I see the school menus?**

We are committed to providing a range of healthy and nutritious meals for our students, and our menus cater for those with special dietary requirements. Visit the [website](#) for more information.

**Can I bring in a packed lunch and where will I eat it?**

We strongly encourage all year 7 students to have school lunches as this allows students to spend time with other students and build relationships.

**Do I bring in a snack for break?**

Year 7 students do not have access to the canteen at break times. However, students are welcome to bring a snack from home. Please ensure it is a healthy snack.

**Where can I go at break and lunchtime?**

Year 7s go to the tennis courts at breaktime. However, they can use the library or attend lunchtime clubs. At lunchtime, year 7 students go to the canteen first, they have priority over year 8s and 9s, they can then go to the tennis courts, clubs, or the library.

**Can I fill up my water bottle at school?**

Students must bring in a named water bottle every day and can fill it up at school if needed.

**Will I ever see my friends in different forms at break or lunchtime?**

In year 7 students are seated with their Form for lunch. This is so Forms spend time together outside the classroom and get to know each other. Later in the year students will be able to choose where to sit. In the playground during break and lunch, students can spend time with whomever they chose to.

**What enrichment and sports clubs are there?**

Students are invited to take part in a range of clubs which change termly. These will be shared with students and parents when they start. See the 'Enrichment' section of the 'Transitions Booklet' for more information.

**Will I get a detention if I am late for school?**

If students are late more than 5 times to school, you will be notified, and they will receive a one-hour detention which is held on Friday afternoons after school.

**Are phones allowed?**

Ursuline students are allowed to have a mobile phone for travel purposes. However mobile phones are to be turned off prior to entering the school site and stored in their locked locker for the duration of the school day. Any phone seen or heard around the school site, outside of lockers will be confiscated and not returned until the parent comes to school to collect it.

**Is there a social media policy?**

Year 7 students are prohibited from using any form of social media in accordance with the Ursuline school policy and in addition to legal age restrictions. Failure to comply with this process will result in sanctions following the schools Behaviour Policy. We thank you for your support with managing their online safety.



**Can you recommend any online safety resources for parents?**

There are so many wonderful resources available including: [EE Phone Smart course](#), a great resource for Y6/7 parents and children, focused on preparing children to be safe and kind online before they are given a mobile phone. Also, Lisa Damour's books and podcast, The Puberty Podcast, [National Online Safety](#), [Common Sense Media](#), [Jessica Chalmers \(The Social Jess\)](#), Wait Until the 8<sup>th</sup>, and [Protect Young Eyes](#) all have value adding parent focused resources including websites, books, podcasts and social media accounts.

**LAPTOPS**

**When will I get my laptop?**

Students will receive their laptops together with a charger and a case, during their first couple of days at school.

**My child has her own device, can she use that?**

The school policy is that only Ursuline devices may be used at school and for school related work at home. Laptops need to be specifically set up by our IT technicians so that laptops are connected to the school network and comply with our policies.

**Am I buying the laptop?**

No, you are committing to donating towards the IT infrastructure and a wide variety of other projects within the school.

**What happens if my child leaves the school?**

If for any reason your child leaves the school, you must speak to staff in the Finance Department to arrange with you for the safe return of the laptop.

**What happens if my child loses or accidentally damages the laptop?**

Insurance cover is provided as part of the scheme which covers theft and accidental damage to laptops. Students are expected to take reasonable care of their laptops, therefore repeated accidental damage claims may not be covered by insurance. Parents will be required to complete an insurance claim advising how the damage occurred. In cases of theft, you will be required to notify police and provide us with a crime number. Insurers may not cover a laptop that may have been stolen because it was left unattended or on public transport.

**What happens if my child's laptop needs repairing?**

If your child experiences any technical problems with her laptop she should take it to the Laptop Doctor who will try to repair it. Repairs are usually carried out on site although it may be necessary to send the device to the manufacturer for repair.

**Do I need to bring my laptop and charger to school every day?**

Yes, students must bring their laptop and charger to school daily unless notified not to.



## **DONATIONS**

### **Why do I need to make a donation?**

Voluntary aided schools such as Ursuline High School are required to contribute 10% of all capital expenditure. In choosing a Catholic Voluntary Aided School for their child, parents/carers need to consider their part in raising the 10% cost to the Catholic Community. Ursuline High School is immensely grateful for the generous donations which allow the school many extra benefits for the girls.

### **Why do I need to pay by direct debit?**

We have been administering the donation scheme for many years and experience has shown Direct Debit to be the most convenient way for parents/carers to make donations. This collection method also allows us to maintain our records to maintain the GiftAid.

### **What happens if I miss a donation?**

Finance staff will contact you if this happens, and they will make arrangements with you to rectify the situation so that you do not fall into arrears. If you are having difficulties making regular donations, please speak with the schools' Finance Office ASAP as your child's access to the school network may be affected until the situation is rectified.

## **CONTACT US**

At the Ursuline, parent communication is very important to us. See listed below the various points of contact.

General enquires about the Ursuline, friendship issues, organisation, homework, clubs/enrichment, uniform, equipment, travelling to/from school, punctuality, trips/calendar events - **Form Tutors**

Mental health, bullying, safeguarding, online safety, absence request forms, request for your daughter to receive school counselling/educational well-being practitioner, financial support/free school meals - **Head of Year or Pastoral Support Assistant**

Attendance and punctuality/lateness - parents and students must liaise with **Ms Young**

For laptop or parent portal queries - please speak with our **Laptop Doctor or IT team** respectively.

Subject specific enquiry – please contact the **subject teacher** directly.

Please see the '**Contact Information**' section of the Transitions Booklet for other key contacts. In addition, a full list of staff contacts is available on our [website](#).