



Induction Day Arrangements

When is the Induction Day normally held?

Induction day is normally held at the start of July and students spend the whole day at Altrincham College completing a range of transition activities including tours, taster lessons and exciting activities in their new form groups.

Which uniform should students wear on Induction Day?

Students should wear their full primary school uniform on Induction Day but will not be required to bring their PE kit that day.

When will students receive their timetables?

Students will be given their timetable on the first day of the academic year in September. Students will not require their PE kit on the first day of term.

Where should students go on Induction Day?

There will be a host of staff to welcome your child into school on Induction Day. They will enter the school via the Main Reception through the blue main school gates. They will start the day with a year group assembly where they will meet our key staff and their form tutor who will take them to their form room ready to start a suite of exciting induction day activities!

Lots of friendly staff will be on hand to guide them around the school site and they will be given a school tour and a map to help them get their bearings very quickly.

School Equipment

What school equipment should I bring?

During the Spring term we will send out to you our Student Guide which contains lots of information about starting at Altrincham College and there is a school equipment list included in this guide.

Extra-Curricular Clubs

What after school activities are there?

Altrincham College offers an array of after-school clubs each week covering a variety of sports, music, art, drama and homework club. Some are run as after school clubs whilst others take place in the lunch break. Clubs are open to all age groups and abilities. On Tuesday and Wednesday nights we have a late bus home from school leaving at 4.30pm which runs a more limited service than the morning bus services.

For a flavour of what's on offer at the moment, please visit our website, <https://www.altrinhamcollege.com/enrichment>. In September, we will let students know what is on offer so they can see what they like the look of and have a go!

What sports are encouraged by the college?

During class time, students will cover the full range of sports using our indoor and outdoor on-site sports facilities. Specific after school sports clubs are on offer as well which in the past have included rugby, football, trampolining and cheerleading. Also, we are always keen to encourage and celebrate our students' amazing sporting achievements outside of school.

Are there going to be mixed gender PE sets for Year 7?

No – students are taught separately in groups of boys or girls. We have specific changing facilities for each group.

Do you have a school football team?

Our competitive school teams include football, rugby, netball, basketball, cricket, athletics, tennis and cross country.

What dance or drama clubs are there and do you do a musical each year?

We have a thriving Drama department with an extra-curricular club and we are very proud to offer a school musical and/or play each year.

School Uniform

What P.E. kit will students need?

All the information you need regarding our PE kit can be found on our school website <https://www.altrinhamcollege.com/information/uniform-and-pe-kit>

Will the tie colour remain the same from Yr7 to Yr13?

Students start in Year 7 with a certain colour stripe on their tie and they will keep this tie colour until Year 11. Students in Years 12 & 13 (6th Form) wear business dress instead of the Main School uniform.

Lockers

How do students get a locker and are there enough lockers for all year 7?

With a student population of over 800, unfortunately we currently do not have a locker available for every student. New Year 7 students are not able to pre-book a locker in advance of September. Further information will be given out in September about how and when to apply for a locker which will then be allocated on a first-come-first-served basis.

School Buildings

Will a map of the school be given out?

The Student Guide which students will receive on Induction Day includes a school map which students will be able to look at over the Summer break to familiarise themselves with the layout of the school. It won't be long until they are quickly and easily able to navigate their way around and there will always be other friendly students and members of staff to help them out!

Is there a one-way system in place in the corridors?

In common with many secondary schools and to ensure the efficient flow of students around the school building, there is a one-way system in place in some parts of Altrincham College. This is closely monitored by staff and your child/ward will very quickly become used to these arrangements.

Tours and Visits

Can we book a tour of the school?

We don't offer individual tours to external visitors but please rest assured that your child/ward will have a full guided tour of the school on Induction Day and there will be as much support as they need to help familiarise themselves with their new surroundings.

Languages

Will students be studying French or Spanish or both and how will this be decided after Year 7?

All students joining us in Year 7 will study both French and Spanish and will have 2 lessons of each language across our 2-week timetable. Once students reach Year 9, they will be able to choose their GCSE options allowing them to specialise in different curriculum areas.

Mobile Phones in School

What are the rules around mobiles in school? Are students allowed to keep mobile phones off in their bags/ pockets so we contact them when they're on the way home?

Altrincham College has a "no mobile phone" policy which means that students will not be allowed to use mobile phones around school at any time. We do however understand that parents and students will want to have the ability to contact each other outside of school hours. Students' mobile phones will need to be switched off and remain in their school bag whilst they are on the school site. Any mobile phones seen in use around the school will be confiscated.

Form Groups

Do students stay in their forms for the rest of their time at high school?

Yes, once students are allocated to their form group they will stay with that form from Year 7 to Year 11 giving them time to build up a strong relationship with their form tutor and peers. From time to time if staff feel that a form move would be beneficial for a student, a move will be made to another form group.

Will children be placed with their friends in a form?

We will always endeavour to keep friendship groups together but we must always balance this with the number of children coming from a particular school and any specific information we have received from our primary school colleagues.

What do the forms signify?

There is a short form time at the start of the day and another during lunch time. Students may spend this time doing PSHE (Personal, Social and Health Education) activities as directed by the Form Tutor, being registered and working collaboratively with their peers.

When do the children find out who their form tutor is?

We understand how important the relationship is between a student and their Form Tutor and the vital pastoral role that the Form Tutor will play as our new students settle in. Students will find out on Induction Day who their Form Tutor is. Two other really important members of staff are your child/ward's Head of Year and their Pastoral Support Manager. This team of people will always be on hand to help your child.

Do the children stay together in lessons with their form or do they go to separate classes with other children?

In Year 7, students are taught in their form groups apart from PE and Food/Textiles lessons. As they move through the school, groupings are changed based on students' educational needs and in Years 10 & 11, based on the options they choose for their GCSE subjects.

How are the classes decided? Is it possible for children to change forms?

Our transition team will pull together a wealth of information on the new Year 7 cohort by gathering information from each of our feeder primary schools and speaking to primary teachers about each child. We take advice from primary teachers and work hard to accommodate their suggestions for form groupings. As we are sure you will appreciate, deciding on the form groups is a difficult task but please rest assured that we will use all of the information to put together the form structure.

School Meals & Fingerprinting***When do students have their fingerprint taken in order to pay for school meals?***

Altrincham College is a cashless school and students use their fingerprints to access their Parent Pay account to pay for purchases in the canteen. We will capture the biometric data (fingerprint) of all students whose parents/carers have given consent for the use of biometric data on the first day of the academic year.

How do you link the school to Parent Pay?

Our Finance department will send you a letter which will give you the codes required to set up your Parent Pay account at Altrincham College.

Can students bring a packed lunch to school?

Yes – students are free to choose whether they purchase food from the school canteen or bring a packed lunch to school.

How do we provide them with money for lunches?

As we are a cashless school, we use fingerprint data in the canteen for children to pay for meals. Parents can use a Parent Pay account to add money remotely to a child's school meal account or alternatively we have cash loader machines in school where students can load up cash onto their school meal account.

Will students who are eligible for Free School Meals have a lunch provided on Induction Day?

Yes – those students in receipt of Free School Meals will have their lunch provided.

What sort of budget should they have for lunch? Is there a price guide to enable us to budget? What's on offer in the canteen?

You can find sample menus of the food on offer by visiting our school website:

<https://www.altrinchamcollege.com/information/school-meals> . The canteen offers a wide variety of hot and cold food both at break time and lunch. Free toast and water are available to all students at morning break. Students can purchase a balanced healthy lunch and drink for around £2.50 per day.

Online Learning

Which online learning system will Altrincham College use should it be required again in the future for Covid reasons?

Should online learning be required again in the case of a school lockdown, Altrincham College would use Microsoft Teams.

Your student will be given a Class Charts account which teachers use to set and monitor homework each week.

School Day

How many lessons are there in one day?

School commences at 8.45am prompt with a 10-minute registration period in form groups followed by 2, 1-hour periods of lesson time. Period 3 (1 hour) will incorporate lesson time and a 20-minute break. Period 4 will last 1 hour and will be followed by a 35-minute lunch time. Period 5 (1 hour) comes straight after lunch and the school day concludes at 3.15pm each day.

Are students allowed outside on rainy days?

In very inclement weather we would have a “wet break” meaning that students would be expected to stay in the classrooms. When this is the case, students still have full access to the toilets and refreshments.

If they catch the bus, what is the earliest time they are allowed in the building?

Students are allowed onto the school site at 8.30am and go straight to their Form room.

Transport to School and School Buses

How do they know which bus to catch on their first day and where it leaves from?

The school bus services that serve Altrincham College are run by external bus companies which are organised by Transport for Greater Manchester (TfGM). All information relating to the school bus services including routes and stops can be found on our school website:

<https://www.altrinchamcollege.com/buses>. It would be worthwhile planning ahead over the Summer to see which bus stop is nearest to your house and practising the journey from home to the stop.

Does the school bus always arrive on time?

On the vast majority of days, the buses arrive at school on time but inevitably sometimes the traffic en route is heavier and the bus can be late. Those students arriving late due to issues with the school bus services will not be penalised with a late mark.

It says the school bus leaves at 3:20pm. Is 5 mins enough to get from the class to the bus?

Members of staff are on hand at the beginning and end of the school day to see students safely on and off the school buses. The buses park in the laybys at the front of school right alongside the main student entrance walkway.

Where should pupils be dropped off or collected from?

Altrincham College is situated on Green Lane which is a busy road at both drop off and pick up times. We would encourage students living locally to walk to school or be dropped off a short way away and to walk the remainder of the journey to cut down on congestion in the area. We ask parents to respect our neighbouring families and would remind them that Dobbies car park across the road is for Dobbies' customers only.

If students have to catch a public bus what is the earliest time they are allowed into the building?

Students are allowed onto the school site at 8.30am and go straight to their Form room.

At what time does breakfast club open in the morning?

Unlike primary schools, we do not have a breakfast club as such.

Do you have cycle parking?

Yes, we have a limited number of spaces for bicycles on the school site.

Pastoral Issues and Support

Can students use the toilet in between classes?

At Altrincham College we fully appreciate that there is a steep learning curve for students when they start secondary school. When they first join us, they will be allowed to use the toilets in between classes and then after they have settled in, they will be encouraged to use the facilities at break and lunchtime.

What is the capacity of the classes?

Most classes have a capacity of 30 students. Some classes have slightly fewer students to allow for any academic support staff that may be required.

What extra support do you have for the kids who may struggle?

At Altrincham College we pride ourselves on getting to know your child as an individual very quickly allowing us to offer them the support they require to flourish. In addition to the information parents/carers have given us as part of the online enrolment form, our Special Educational Needs department already has comprehensive data from primary schools about those children who currently access extra support. Plans will be put in place to tailor that support to your child/ward's new secondary school setting.

Each year has a dedicated pastoral support team comprised of the Head of Year, the Pastoral Support Manager and your child's Form Tutor. It will be their job to support your child in school

to ensure that they are settling in well and making progress. These three members of staff will be the main contacts for students and parents/carers for all pastoral matters.

Homework

Do you recommend students getting a laptop for homework and if so, do you recommend a particular type?

Homework is set for students using the Class Charts online app which students can access using a computer, tablet or smartphone. We would not recommend a certain type of device but having online access will be useful for students to access the homework app.

What about homework? Do they get a set period of time to complete it?

Home learning will be set regularly by teachers in each subject area. Students will be told in September how and when this will be set and the expectations regarding this aspect of school life. We believe that home learning is an important part of students developing their independent study skills.

Trips & Visits

Will my child be able to take part in any trips and visits?

Altrincham College believes very strongly in the value of extra-curricular and curriculum enrichment activities including trips and visits. In the past we have run Year 7 residential trips to Scarborough and Lake Bala and other trips to Geneva, ski trips, day trips to Blackpool and other more local venues.