

2021-2022

Argoed High School Induction Booklet

Welcome

to Argoed High School



*“Learning together,
working together,
succeeding together”*

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E-mail: contact@arguedhs.co.uk

Transition: transition@arguedhs.co.uk

Twitter: [@AhsTransition](https://twitter.com/AhsTransition)

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Welcome to Argoed High School

Dear Parent/Carer

Thank you for entrusting us with the education of your child. We will endeavour to repay that trust by ensuring that each and every pupil receives first class experiences at Argoed High School, that prepares them fully for adulthood and their future challenges. We offer a range of high quality qualifications and complement this with a variety of extra-curricular activities.

We are a close knit community where every member is valued and supported on their personal path to success. Working closely with parents and carers is vital in ensuring our young people maximise their potential and we have received the Leading Parent Partnership Award in recognition of our work with parents. I look forward to welcoming back some familiar parents and carers and wish a warm welcome to those new to the Argoed community.

Traditionally, we are a school that has enjoyed excellent examination success and as the education system in Wales evolves we are embarking on a journey of improvement. Our aim is to be the outstanding learning community in Flintshire and the wider region.

Outside of lessons we are blessed with a rich and varied programme of extra-curricular opportunities and thanks to the hard work of our dedicated staff we have enjoyed national success in a range of activities including sporting, public speaking and enterprise. Our ethos is to be inclusive and aspirational for all our pupils and we look forward to unearthing and developing your child's talents and interests.

The transition from primary to high school can be daunting for many young people at any time, without the added challenges of school closures and being unable to attend some of the usual transition activities that we organise. We are fully aware of this and will use every means available to us, including digital technology to ensure every child can make a confident and happy start to their Argoed career.

We are very proud of the care and support we provide to all our pupils. We have an extensive pastoral team and also a highly effective team of student mentors and prefects to make the move into Year 7 as smooth as possible. We value the opinions of our students and they play a key role in developing the school community.

I look forward to working with you over the next 5 years to ensure your child has a happy and successful time at Argoed High School.

Mr P Smith
Headteacher

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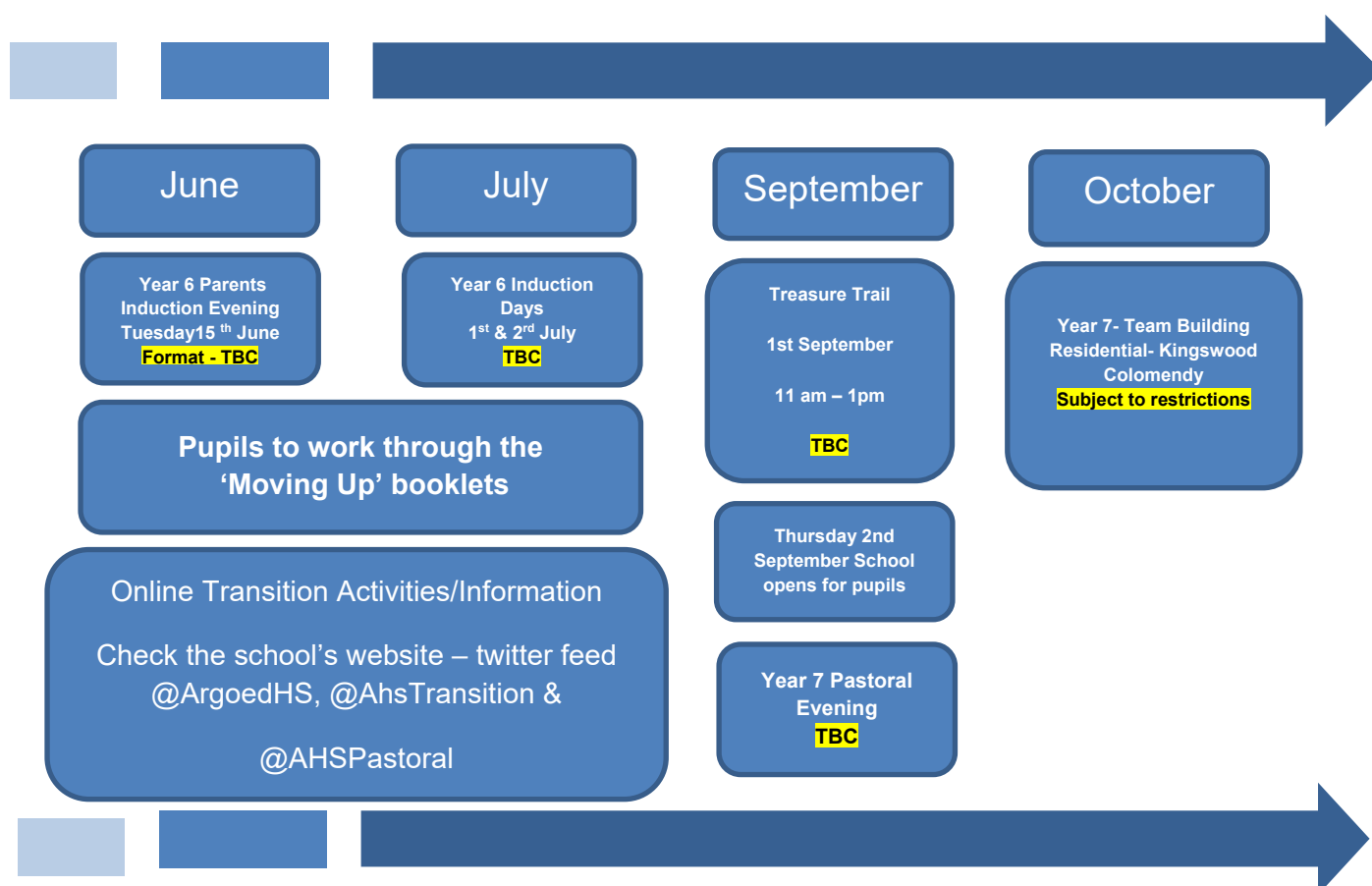
Transition Timeline

Transfer from Primary School

The change of school at eleven years old can be a challenging experience for some children. They move from a small school in which they are the senior pupils and where they spend most of their time with one teacher, to a large one where they are considered the youngsters. In addition, they meet new teachers, new subjects and different methods of learning. We aim to ensure that this transition is as smooth as possible and that all pupils have a positive experience.

During the summer term, staff from Argoed High School contact each of the primary schools to discuss with Headteachers and their staff all individual pupils. We discuss ability, attitudes to learning, behaviour and friendships. We aim to gain as much information about individual pupils as possible.

We value the excellent work completed by all of our primary schools and aim to build on this, communication is therefore essential. We always welcome contact from you. All dates below are subject to Covid 19 Government regulations.



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What Kind of School is Argoed?

Argoed is a happy, caring school where high standards are expected at all times. We believe that school should be a place where children enjoy their education: where there is an atmosphere of happiness, security and confidence, where they are educated and where they are relaxed and confident in their relationships.

We expect each of our children to work hard, to give their best at all times and only to be satisfied with their very best.

We aim to see that each child is well equipped with the basic tools:

- **The ability to use language effectively and imaginatively in reading, writing and speech.**
- **The ability to question and discuss rationally.**
- **The ability to apply themselves to tasks and to develop a lively, inquiring mind.**
- **The acquisition of the mathematical, scientific and technical knowledge and skills vital in the world today, where processes are both complex and quickly changing.**

We do our utmost to encourage regard for moral values, to instil self-respect and respect for others, toleration of other ways of living and an understanding of the world.

We believe every child is an important and unique individual who must be helped and encouraged to explore, to think and to learn in their own way and at their own speed.

Finally, and even more important to us than academic achievement, is the attitude of the child. We hope that when your child leaves school they will:

- **Welcome the opportunity to make new friends.**
- **Enjoy learning and be prepared to tackle new types of learning.**
- **Have concern for the welfare of others and for our community.**
- **Be a credit to the school, their friends and their parents.**

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Our Vision

Our motto is “*Learning together, working together, succeeding together*”.

Vision- We are a school which:

- Provides a challenging curriculum where everyone fulfils their potential
- Invests in developing active and independent learning
- Prepares pupils to be well-balanced and responsible global citizens
- Has high expectations and aspirations for all
- Takes pride in all that we do and are all accountable for our actions

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Parents/carers are very important

We believe in working closely with parents in partnership and ask for your help with this.

Support from a pupil's family makes all the difference - so always:

Read the weekly school Newsletter which comes out every **FRIDAY. DON'T MISS IT!**

Keep up to date with information regarding your child's learning by following Argoed High School on Twitter!

@ArgoedHS	@Argoed_Cymraeg	@Argoed_English	@argoedgeography
@Argoed_SCR	@Argoed_DT	@Argoed_Drama	@ArgoedRE
@Argoed_Science	@Argoed_PE	@Argoed_MFL	@AhsPastoral
@Argoed_History	@Argoed_ICT	@Argoedmaths	@ArgoedArt
@ArgoedHighPTA	<u>@AhsTransition</u>		

How can you help?

- ✓ **Look at your child's homework** - read it through - point out errors and insist on good standards
- ✓ **Help to test learning tasks** - look at teachers' comments on previous work
- ✓ **Please check your child's targets**
- ✓ **Sign the planner every week.** The planner is designed to ensure daily contact between home and school. It contains a weekly timetable, the school Code of Conduct and uniform details.
- ✓ **Make sure your child attends school punctually and regularly.** Each time your child is absent, please phone the school on the first morning before 9.05am to report their absence. On your child's return to school please send a note to their Form Tutor (you can write a note in their planner if you wish).
- ✓ Holidays form a large part of absence from school and whilst I understand the economics of taking holidays during school time it is clear that it impacts on pupil performance. **If at all possible I urge you not to take holidays during school time.**
- ✓ Please help us by ensuring your child is correctly dressed for school and brings all the necessary equipment.
- ✓ Share with us the responsibility for your child's behaviour and the correction of unacceptable behaviour.
- ✓ Please make the effort to come and see the teachers at open evenings and do attend school functions, especially if you are invited to see your child doing something at school.

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How else can you help?

- Support subject areas with your expertise/experience.
- Support our pupils in the development of their basic skills.
- Help in a lunchtime or after school club.
- Help with the organisation and refreshments at a disco or parents' function.
- Have you any contact in social life or at work where you can get items (free or very cheap) which would be useful in school, e.g. waste materials of any sort for collage, off cuts of wood, paper, card or other materials?
- Have you any special talents which we may be able to use e.g. make-up, or making scenery, or costumes for the play or Christmas performances?
- Help with odd jobs around the school - painting and decorating, refurbishing of furniture etc.
- Support *Parent Teacher Association*, which works to provide greater contact between parents and the school and to supplement school funds. We are always keen to welcome new members, please make initial contact with Yvette Mellalieu, argodpta@argodhs.co.uk.

Don't forget to ask your children about what they have done and give time to listen to them. Try to learn their teachers' names. Do not hesitate to contact the school if anything is worrying you or your child. Also, please phone the school if you can offer assistance in our various activities.

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Communication with Staff

Reports and Parent/Teacher Evenings

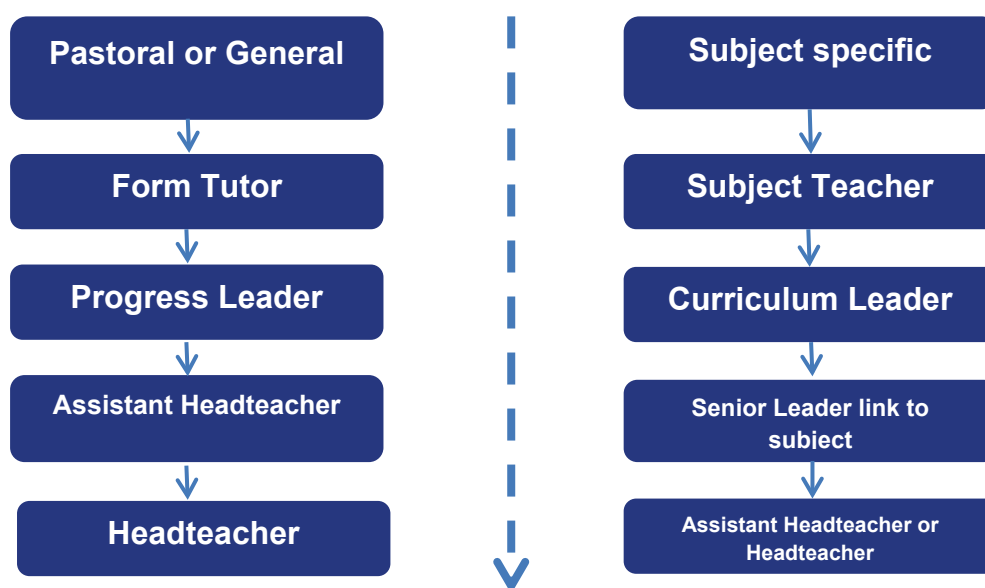
Full school reports are sent to parents once a year. Each student's progress is reviewed regularly and termly internal reports will be completed for each student.

Regular meetings are held between parents, students and tutors during which a review of progress will be made and individual targets set.

Alternative appointments with staff can always be made if you are unable to attend Parent/Teacher Evenings.

Please do not hesitate to telephone the school for any reason.

Please make your first point of contact with the form tutor, then follow the guidance below:



The school's contact details are:

Telephone: (01352) 756414
 Fax: (01352) 750798
 E-mail: contact@argosedhs.co.uk
 Transition: transition@argosedhs.co.uk

Home-School Agreement

As parents, I/We shall try to:

- see that my child attends school regularly, on time and properly equipped. I/we will send a note if my child is absent.
- make the school aware of any problems or concerns that might affect my child's work or behaviour.
- support my child in homework tasks and other opportunities for home learning.
- attend parents' evenings, events and target setting days.
- help my child abide by the school's Code of Conduct.
- support the school's policies and guidelines on behaviour.

Home-School Agreement

As a school, we will aim to

- care for your child's safety and well-being.
- ensure your child achieves his/her full potential as a valued member of our community.
- encourage high standards of work, behaviour and the fostering of good relationships.
- keep you informed about your child's progress and school matters.
- welcome you when you come to the school and offer you opportunities to get involved in our community.
- have high expectations and offer all opportunities to excel.
- celebrate achievements.
- keep the school environment in good order.

As a student, I shall try to

- follow the Code of Conduct so that I become a conscientious member of the school community.
- always do my best so that I can achieve my potential.
- think before I speak or act in order not to hurt anyone or anything.
- join in extra activities/clubs so that I extend my learning .
- be considerate at all times in school, on the way to and from school and on any trips or outings.

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Code of Conduct

The code is based on the “Key Values” which underpin the School Aims these are: - Ready, Responsible and Respectful.

The one main rule for the whole School is: - “Everyone will act with courtesy and consideration to others at all times”.

This means that you:

- Make it as easy as possible in class for everyone to learn and for the teacher to teach (arrive on time, with all the correct equipment, listen carefully and follow instructions).
- Move around the School in a sensible and quiet way. (Keep to the left, never run or shout in the corridors, show good manners).
- Always speak politely to everyone, try to listen and understand other people’s points of view.
- Keep the School clean and tidy so that it is a place we can all be proud of. (Put litter in bins, keep walls and tables unmarked and respect displays).
- Always remember that your and the School’s reputation depends on the way you behave when out of school. This code applies to school visits and your conduct on the way to and from school each day.

Registration, Lunchtime and Break time

- Treat the environment with respect. Eat and drink in the picnic areas or the canteen only, not in the classrooms or corridors.
- Coats and trainers should not be worn around the School.
- Fully respect the duties and decisions of the lunchtime supervisors.
- Remain on the School site at all times unless you have specific permission to leave. Sign out if you leave the premises.
- Never “mess around” or play fight - someone could get hurt.

Code of Conduct

Classroom Expectations:

- Enter rooms sensibly, when told, and go straight to your place.
- Arrive correctly dressed.
- Take out books, pens and other appropriate equipment.
- Remain silent whilst the register is taken and instructions are given and concentrate on what is being said.
- Put up your hand to answer questions. Work sensibly with your classmates. Do not distract or annoy them.
- Record homework accurately in your Planner.
- If you arrive late to or miss a lesson you need to make up work covered.
- Act with respect and courtesy at all times and carry out all reasonable requests without argument.
- The end of lesson bell is a guide for your teacher. You should not pack away until told to do so. Only when the teacher gives permission should you leave the classroom and do so in an orderly fashion.

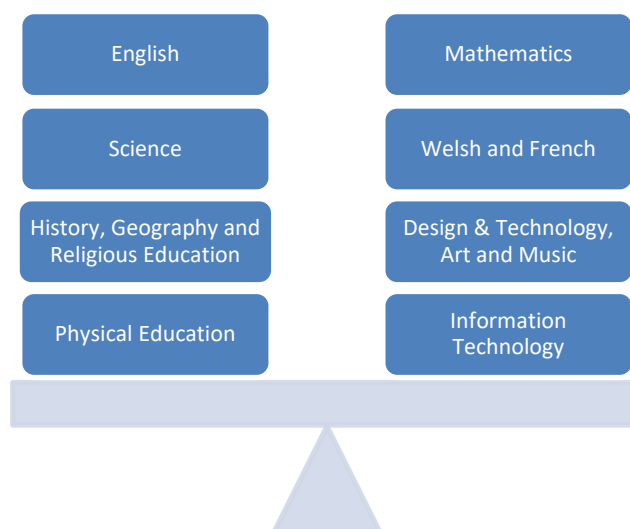
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Our Curriculum

How are your child's studies organised?

The pupils who join us in September 2021 will study the full range of subjects required by the National Curriculum. At the end of Year 9 pupils will be given a level of attainment at the end of Key Stage 3.

Our broad and balanced curriculum



Setting

Some setting is introduced in Years 7 and 8 to build upon the good foundation of the primary schools. Other subjects are taught in form groups. Subject teachers will provide additional support for those children experiencing learning difficulties and will extend the most able. Individual programmes are monitored by the ALNCO.

GCSEs

In Years 10 and 11 we offer a full range of GCSE courses within the umbrella of the Welsh Baccalaureate Qualification, including compulsory maths, English, science, welsh and R.E. Compulsory P.E is also on the timetable, this is not examined and aims to promote the health and well-being of our students. We also offer a number of applied and work related courses to support the learning of our students. After 16, a full range of further education courses is offered in local schools and colleges and Argoed High School works closely in partnership with these providers.

Personal and Social Development

Throughout the five years in this school, we aim to develop those personal, social and practical skills essential for living in a modern society. Much of this is done during Personal and Social Education lessons; although in Years 9, 10 and 11 there is a more detailed programme of careers guidance, community and work experience integrated into the curriculum.

Some very interesting work is done during the P.S.E. lessons. Lots of visitors come into school to share their experiences. Could you be one of these?

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Extended Learning Opportunities

Learning Resource Centre

The library and IT rooms are open at break and after school to ensure our pupils have opportunities to develop their learning beyond the confines of the traditional school day. Some of our departments have won international awards for their use of technology. The website is updated regularly and we use Office 365 as our virtual learning environment.

Access to Information Technology equipment, including the Internet and a variety of learning resources in the school library, or IT Rooms, will be available to all students on most days until 4.15pm.

Staff and prefects will offer support with after school clubs including those pupils who need help with homework, class work and research projects, or indeed just a quiet place to work.

Extra-Curricular Activities.

We have a fantastic Breakfast Club which runs in the canteen every morning from 8.15am and is a brilliant way to make friends and to learn valuable skills for life (literacy, numeracy and social skills). We like to create a relaxed and positive start to the school day and the canteen is always open for pupils who wish to purchase some breakfast. Pupils with free school meals have their breakfast provided. Please contact reception to book your child into breakfast club.

Our after school Homework Club is incredibly popular. We have students attending to complete homework tasks, catch up on work and engage in literacy/numeracy tasks. We are based in the Student Support Centre Monday to Thursday from 3.10pm - 4.15pm, Friday 3.10pm-3.45pm. Support with work is available from teachers and teaching assistants. Also, we provide refreshments to students who come along. Please book your child in at homeworkclub@argoeshs.co.uk.

There is an extensive range of other after school clubs for everyone to join. These include - sporting activities (football, netball, athletics, tennis etc.) IT, Art Club, music (orchestra, band, choir), drama and many more. Please look at the latest newsletter to see an up-to-date range of activities at:

Who will be at Argoed in September?

Mr P Smith
Headteacher

Mrs K Edwards
Assistant
Headteacher

Mr H Goodson
Assistant
Headteacher

Mr M Lofts
Assistant
Headteacher

Mrs J Griffiths
Business
Manager

Additional Learning Needs

Mrs M Kincaid Social Communication Resource
[Teacher in Charge]
Mrs J Driffield Speech and Language Resource
[Teacher in Charge]
Mrs H Smith Intervention Teacher [SENCO]
[Mainstream ALN]

Progress Leaders

Year 7 & Transition – Mrs S Goodwin
Years 8 & 9 – Miss J Bennett (Maternity)
Year 8 – Ms K Palmer (maternity cover)
Year 9 – Miss A Williams (maternity cover)
Years 10 & 11 – Mrs J Bellis

English

Ms N Wynne (CL)
Mr M Lofts
Mrs A Elliott
Mrs S Pritchard
Miss Molliconi

Mathematics

Miss S Parry (CL)
Miss L Moccia
Mrs J Driffield
Miss C Davies
Miss C Green

Science

Ms G Perrin (CL)
Mr H Goodson
Mrs F Jones
Mrs H Carroll
Mrs K Edwards
Mrs M Kincaid
Mrs L Gillespie
Mrs J Bellis

Welsh

Mrs N Smith (CL)
Miss A Williams

Physical Education

Mr M Hanson (CL)
Miss J Bennett [mat]
Miss B Wellington [cov
mat]
Mrs J Bellis
Mrs S Goodwin

IT/Business

Mrs C Greasley (CL)

Humanities

Mrs S Hanson (CL)
Mr L Southgate
Mrs J Driffield
Mrs S Williams
Mrs S Goodwin

Design Technology

Mrs R Griffin (CL)
Mrs P Roberts
Mrs H Craughwell

Modern Foreign Languages

Mrs G Butler (CL)
Mrs C Blunt

Expressive Arts

Mrs S Pritchard (CL)
Mrs K Over
Mr C Millard

Welsh Bacc [WBQ]

Mrs C Greasley

PSE

Mr M Hanson

Pastoral Support

Miss K Palmer
Miss K Gloyne

Who will be at Argoed in September?

Learning Support

Mrs L Jones
Mrs J Williams
Mrs R Roberts
Mrs L Evans

Mrs I McKelvey
Mrs T Sheard
Mrs P Burns
Mrs K Frost
Mr A Lang
Mrs L McManus

Mrs A Owen
Mrs B Webb

Mrs H Lamont
Mr D Connolly
Mrs M Gorman
Mrs P Jones
Mrs M Roberts
Mrs M Jackson

Cover Supervisors

Mrs A Castaldo-Wynn
Mrs S Whittle

Administrative and Technical Staff

Mrs J Griffiths
Mrs C Exford
Mrs D Jones
Mrs B Davies
Mrs S Davies
Mrs C Jukes
TBC
Mrs A Eccleson
Mr M Morton
Mr C Rainsford
Mrs S Smith
Mrs S Gonzalez
TBC

Mr P Randle
Mrs A Payne Jones
Mrs S Jones

Business Manager (SLT)
Exam Officer/Admin Assistant
Data Manager
PA to Head Teacher
Receptionist / Admin Assistant
Finance / Admin Assistant
WBQ Co-ordinator
Science Technician
ICT Manager
D&T Technician
Cook
Librarian
Nurse

Caretaker
Lunchtime Supervisor
Lunchtime Supervisor

Governors

Mrs B Davies (Clerk)
Mrs G Butler
Mr M Griffiths
Mrs S Eagleton (Vice-Chair)
M Eastwood
T Wood

Mrs S Hanson
Mr T Hughes
Mr A Doughton
Mrs A Marsh
Cllr. H McGuill
Mr M Morton

Mr A Southwell
Mrs N Pearce (Chair)
Mr P Smith
Mrs F Hadfield-Jones
Mrs L Heywood
Mr I Hogg

School Uniform

A uniform helps to create a sense of community and takes into consideration health and safety issues. The School has a uniform and all students are expected to wear it. The uniform is as follows:

Blazer	Navy blue with school logo.
School Tie	Displaying house colours.
White Shirt	Long or short sleeves.
Trousers	Black tailored trousers.
Skirts	Blue tartan skirt. Skirts should be knee length.
Jumper	Navy knitted V-neck jumper, with school logo.
Shoes	Sensible black (no trainers' thank you. We have many stairs so platforms and high heels are not practical).
Top Coat	Sensible and waterproof, blue or black .
Hair Bands	Blue, black or grey.
Hair Colour	Must be a natural colour and appropriate for the business work environment. The decision regarding hair colour rests with the school.
Nail Varnish	Not to be worn in school.
Jewellery	Wrist watch. One pair of studs. (Accidents can happen when jewellery is worn so please obey the rules). Nose studs or eyebrow piercing are not allowed.

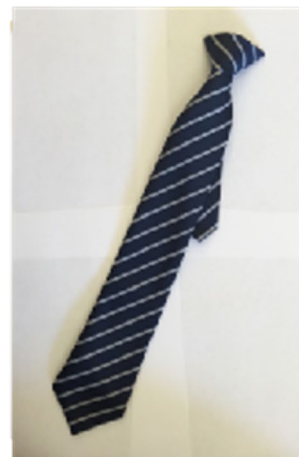
All uniform items are available from Forrester Sports, Mold.

Full school uniform must be worn at all times unless permission has been given otherwise. Appropriate action will be taken should pupils not meet our uniform standards. Further information can be found in our Uniform Guidance section on the website:

www.argoedhs.co.uk/uniform

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School Uniform



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PE Kit

YSGOL UWCHRADD
Argoed
— EST.1978 —

SUCCESSING TOGETHER

Girls Kit



- Blue & white skirt
- Blue & white polo shirt
- Blue sports socks
- Trainers

Boys Kit



- Blue & white shorts
- Blue & white polo shirt
- Blue sports socks
- Trainers
- Football boots

Optional Extras



Sports
Leggings

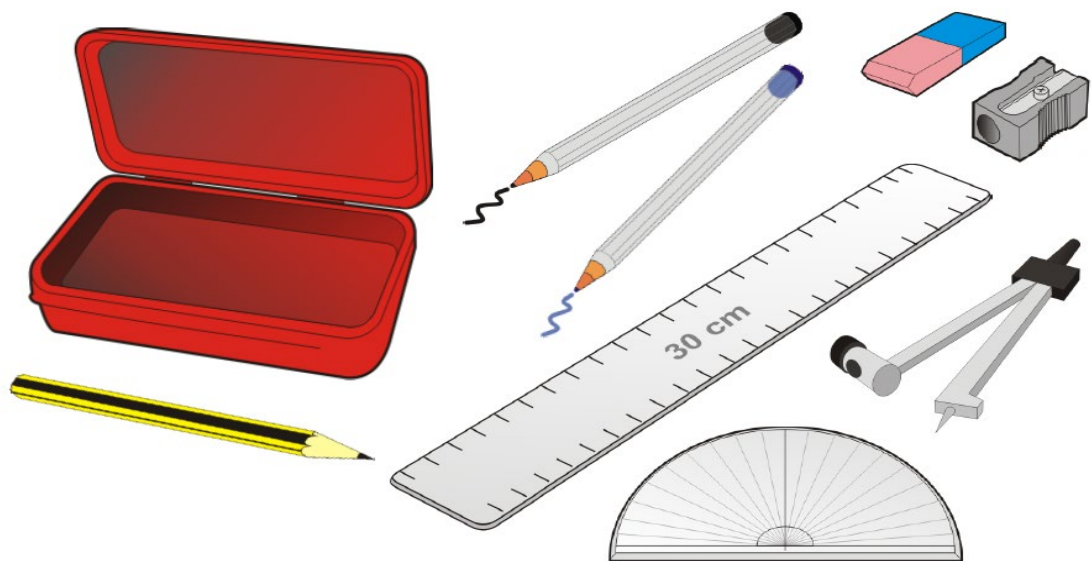
Long sleeve
shirt

All items available from Forrester Sports, Mold.

Equipment

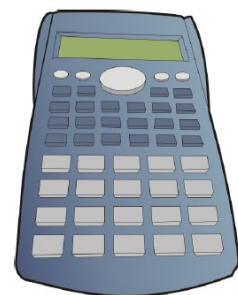
At the Argoed, we expect our pupils to have the appropriate equipment they will need during the day. The equipment we expect pupils to have are shown below:

A pencil case; black or blue pens; HB pencils; an eraser; a pencil sharpener; a compass; a protractor and a ruler.



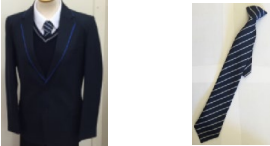
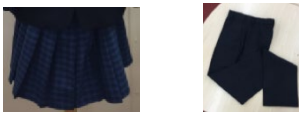
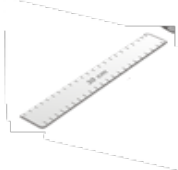
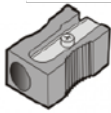
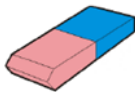
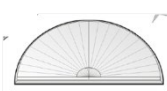
Additional equipment

As a school, we are fully committed to developing and enhancing our pupils' literacy and numeracy skills across the curriculum. A pocket sized English dictionary a calculator and glue stick are also essential items that your child will need.



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Uniform and Equipment Checklist

Item		Tick when purchased	Item		Tick when purchased
	Blazer & V-neck Jumper			Pencil Case	
	School Tie with house colours & White Shirt			Blue or Black pens	
	Tartan Skirt or Black trousers			Pencils	
	Black school shoes			Ruler	
	Blue & white PE polo shirt			Sharpener	
	Blue & white PE shorts or skirt			Eraser	
	Blue PE socks			Protractor	
	Optional Outdoor PE top Sports leggings			Compass	
	Football/ rugby boots			Calculator	
	PE trainers			Dictionary	
	Coat			Glue Stick	

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Additional Information

Lunchtime

School Canteen

You are not allowed to leave the school premises during the lunch break unless you are going home for lunch and have a lunch pass.

If you are staying at school we have a very good canteen with lots of delicious dishes to choose from. Our current menu includes vegetarian and pasta dishes as well as sandwiches, salads and healthy and nutritious 'fast foods'.

There is no cash taken at the tills in the canteen as all pupils have an account. Their account can be credited by cheque or cash. (Cheques made payable to Flintshire County Council). Pupils' accounts will be set up during the transition days in July with a demonstration on how to use the system. This ensures a smooth start in September. TBC

Please ensure the Biometric Cashless Catering System (Fingerprint) permission section on the main admission form is returned to school on or before the first transition day, Thursday 1st July 2021.

Bikes

You can come to school on your bike but we cannot accept responsibility for loss or damage whilst your bike is on school premises. So please lock your bike.

You are not allowed to ride your bike in the school grounds. We would prefer you to wear a protective helmet when riding your bike.

SIMS Parent App

All school communication with parents is done via the SIMS Parent App. Via the app parents can access their child's reports as well as receive messages from school direct via notifications on their phones. You can also find the school calendar and contact details within the app.

ParentPay

Money paid to the school for dinner money, trips clubs etc is collected via ParentPay. This means pupils do not need to bring any cash into school. Parents can pay for anything required via the ParentPay website using their bank cards.

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Advice to new pupils

To All New Pupils

You will find Argoed a much bigger school than your primary school, but in a very short time, you will be able to find your way about quite easily and the older boys and girls will always be ready to help you.

Who Will Look After You?

When you join the school, you will go into one of four Year 7 forms. You will be taught alongside other boys and girls all with differing abilities. We don't believe in the word 'failure' at Argoed, all girls and boys can do some things well and our job is to help you to do the very best you can. All the time you will be encouraged to think for yourself and to develop your talents and interests.

Your Form Tutor will help you settle in to your new school and if you have any particular worries or difficulties you should see your Form Tutor or Progress Leader Mrs S Goodwin. For the first few weeks a Prefect/Buddy will help you find your way around, they will then visit your form weekly.

You will meet with the rest of your class in your form room at the beginning of the morning every day, but you will generally move to other rooms for lessons. There are lots of specialist areas such as the gym, sports hall, DT rooms and IT rooms.

The library is a really good place to go at break or lunch times if you want some quiet and there is always room 1, where you can go if you want some time out and a chat with a member of staff.

The School Day

Arrive at School		8.40am
Registration/Form		
Period or assembly		8.50am
Lesson 1		9.10am
Lesson 2		10.10am
Break		11.10am
Lesson 3		11.25am
Lunch		12.25pm
Lesson 4		1.10pm
Lesson 5		2.10pm
End of school		3.10pm
Clubs/societies and sports		3.10pm to 4.30pm

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Advice from students

"Don't feel nervous about coming to Argoed, there is no one here to be horrible to you. You won't get lost as they have someone to take you to your lessons for the first few weeks. You will make loads of friends so you won't be lonely and the teachers are not horrible."

"When I came to Argoed I thought, 'Oh no, I'm going to get lost on my first day!' and 'how am I going to cope with all the homework?' but really the school isn't that big and in a couple of days I knew my way around. The homework isn't that bad."

"I worried that I wouldn't make any new friends and that I'd be put in a class away from my friends. I now know everyone in my class and I have lots of new friends."

"Everyone is exactly the same at the end of the day and no matter what you look like you are the same as we are. So don't worry! Make sure you are prepared for every lesson and bring what the teacher asks you to. All the pupils are friendly."

"Do not talk a lot in class. Ask pupils for directions, they don't bite..."

"Don't be afraid to talk to your form teacher, or any teacher, if you have a problem they are really nice."

"Please don't believe the tales you hear about Argoed. The school is not really that big. I bet you will know your way around in a week."

Learning together, working together, succeeding together