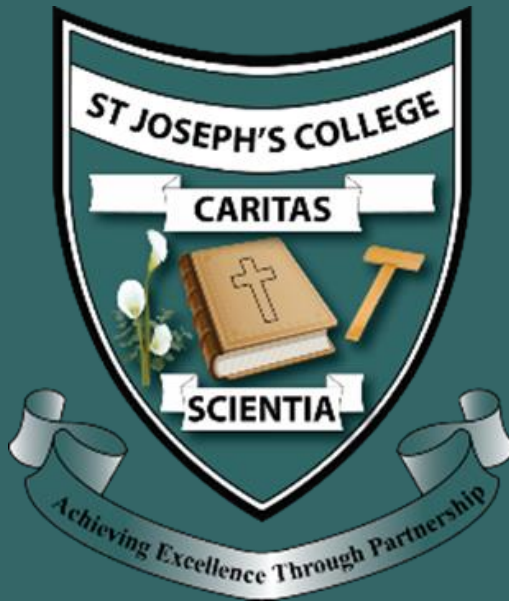


St Joseph's College



Parent/Guardian & Pupil Information Booklet

Year 8

2023 - 2024

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June 2023

Dear Parent/Guardian,

On behalf of our Governors, Staff and Pupils, I would like to extend a very warm welcome to you and I am delighted you have chosen St. Joseph's as the school of choice for your child's post primary education.

We are an all-ability, all inclusive, 11-19, non-selective, co-educational, Catholic College. St Joseph's has a warm, welcoming ethos and we pride ourselves on the strength of the relationships that exist at all levels throughout the College. You will pick up on the care and compassion all staff have for pupils and their determination and passion to achieve the best possible successes for your child.

We instil in our pupils the self-belief that they can achieve whatever they put their minds to in our school. We reflect the fullness of humanity. We value diversity, we value inclusion, we value achievement but above all we value all the young people of this community.

We look forward to building a strong partnership to enable your child to be the best they can be during the next stage of their learning journey.

Yours faithfully
Michele McCormick
Principal

Purpose of Handbook

The purpose of this handbook is to give parents clear information about the day-to-day organisation and procedures in St Joseph's College. We want to maintain clear lines of communication with all parents.

Please contact the school if there is an area about which you are unclear. Our address and contact numbers are set out below. A copy of this year 8 Parental Booklet can be downloaded from our school website.

Contacting The School

The school's home/school links policy is set out in the pupil diary. Please refer to this for the aims of the policy and the Code of Practice we follow.

Parents/Guardians should know that any approach they make to the College is welcomed and valued. If a parent/guardian has a particular worry or concern regarding their son/daughter, they should not hesitate to contact the school.

Some points to note regarding telephone calls to school:

The lines are often very busy first thing in the morning. A good time to phone would be:

Between	09.30am – 10.00am
Break time	11.00am – 11.20am
Lunch time	12.50pm – 1.25pm
After school	3.30pm – 4.45pm

Teachers are on duty first thing in the morning and cannot take phone calls during supervision.

There is a staff briefing from 9.15am to 9.20am. Calls cannot be taken by teachers during this time; however, messages can be taken by school secretaries.

Morning registration takes place from 9.20am – 9.30am. Once again, calls cannot be taken by staff during this time.

When ringing school, ask to speak to your child's Form Teacher in the first instance, or Year Head. If the teacher concerned is not available to take the call, the secretary will take your message and leave word for the teacher to call back.

In an emergency, ask to speak to the Principal, one of the Vice Principals or Senior Teachers.

Parents who wish to have a message given to their child in school are asked to contact the school office; staff will see that the message is delivered to the pupil via the Form Teacher or Year Head.

Telephone:	(028) 90491280 / 90491474
Email:	info@stjosephs.belfast.ni.sch.uk
Website:	www.saintjosephscollege.co.uk
Facebook:	@St Joseph's College Belfast
School App:	Download from play store/app store - secondary 365

A Welcome Message From Our Head Boy



Hi everyone,

My name is Kasper, and I have been the Head Boy of St Joseph's College this year. I am a past pupil of St Brides Primary School. I'm currently sitting my A levels in IT, Product Design and Mathematics. I am hoping to go to university in September to begin my degree in Mechanical Engineering.

Congratulations on getting a place in St. Josephs College, you are starting here as I am leaving. I wish you all good luck as you begin your time here and I hope you enjoy it as much as I have.

What I love most about St Joseph's College is the time and commitment that everyone within the school community puts into making sure we all achieve our goals and aspirations, supporting and encouraging us all the way.

Our school has a very friendly and welcoming environment. Coming into school in the morning feels exciting. My advice to all of you is enjoy every school day to the fullest. Don't take anything for granted. Make the most of your time in St Joseph's College because time flies, and before you know you are sitting your final exams and preparing for the next chapter of your life.

Good luck

Kacper

A Welcome Message From Our Head Girl



Hello Year 8s, and welcome to St. Joseph's College.

My name is Catherine and I am the Head Girl here in St Joseph's. It has been a pleasure to look out for and help the previous Year 8s and see them settle into this great school. I won't be here when you arrive, but you will have great support from the new student leaders as well as all the staff.

It has been an honour to be Head Girl of such a fantastic school and I am so proud to say I was a student at St Joseph's College. One thing I will miss is the tight knit community in St. Joseph's. Everyone looks out for and cares for each other. Over the past 7 years, I have seen the school change and grow, it's an exciting time to be joining the school. I am so grateful for all the opportunities and experiences my school has given me, from being able to express myself through sport and extracurricular activities, as well as learning new things, overcoming challenges and devolving new passions.

I came from St. Ita's Primary school and remember so well my first day here, feeling nervous about joining a new school, with new classmates, teachers, and subjects. It was quite daunting, but before I knew it, I settled into the school life in St. Joseph's. You will all do the same so don't worry.

I am just completing my A-levels in Maths, Physics and Performing Arts and hope to study Business and Management at University next year. I am also considering taking a gap year to follow my other dream which is to tour with a Professional Irish Dance group.

My advice to you is to become involved in school life as much as possible. You will meet new people, find new interests and hobbies as well as learning and having fun. I hope you all settle soon and fine St Joseph's College fulfilling and enjoying as I did.

Enjoy!
Catherine

Pastoral Care



The Pastoral Care of our pupils is our prime concern and while all staff contribute to the caring ethos of our school, there are a number of specialised roles within the Pastoral Care Structure

Form Teacher

Each class of approximately 26 pupils has a form teacher. The Form Teacher has daily contact with the class and has an overview of each pupil's progress. He/she liaises with subject teachers and monitors the pupil's progress, work, behaviour, attendance, punctuality and well-being. In addition, they help the pupil set targets in all the areas mentioned and help the pupil monitor their own progress.

Year Head

There are 6 Year Heads looking after each year group. The Year Head has overall responsibility for the pastoral care of all the pupils in the year group.



Mrs Ciara McGuirk is Year 8 Year Head.

Senior Leadership Team

The Senior Leadership Team supports the pastoral system working closely with and assisted by 6 Year Heads.

Mrs M McCormick
Ms C L'Estrange
Mr. J McDaid
Mr. J Mulholland
Ms M Gribbin

Principal
Vice Principal and Deputy Designated teacher
Vice Principal for Curriculum
Senior Leader for Curriculum/Assessment
Senior Leader for Learning Support and Designated
teacher of Child Protection/Safeguarding

Senior Leadership Team

Mrs M McCormick



Principal

Ms C L'Estrange



Vice Principal

Mr. J Mulholland



**Senior Leader for
Curriculum and Assessment**

Mr. J McDaid



Vice Principal

Ms M Gribbin



**Senior Leader for
Learning Support**

Uniform Requirements

The school uniform is designed to foster a sense of identity, loyalty and pride in the school. It is compulsory for all.

By sending your child to St Joseph's College, you are accepting and supporting our school policies and procedures on SCHOOL UNIFORM, HAIRSTYLES and PRESENTATION. Pupils and parents are reminded that, if a pupil is in breach of the uniform regulations, parents will be contacted immediately.

Our pupils are often complimented on their high standard of presentation when they represent our school at events or even just travelling to and from school.

We are very proud of our uniform and expect our pupils to wear it with pride. Pupils must always be clean, neat and tidy in appearance. Parents/Guardians co-operation and support in helping us to maintain our extremely high standards is greatly appreciated and valued.

Parents are asked to retain this information for reference throughout the year.

Every pupil must wear the prescribed uniform set out below.

GIRLS:

- Black Blazer (school badge obligatory) * worn to and from school and when moving around school
- Grey Skirt (with inverted pleat) * no other skirt permitted
- White Shirt (short or long sleeved)
- Petrol Blue Jumper (with school badge) * **Must be worn at all times during Terms 1 and 2**
- School Tie*
- Black opaque tights 70+ Denier (no patterned tights or sheer tights)
- Black School Overcoat/Scarf – Optional (only official overcoat and scarf permitted) * Outdoor coats are not to be worn inside the school.
- Black School Trousers (if preferred)

Girls Shoes should be:

- PLAIN, FLAT, ALL BLACK, leather, or synthetic leather school shoes (with laces or a strap)

Shoes that are UNSUITABLE for school and are NOT PERMITTED:

- Shoes with wedges
- Shoes with heels over 3cms
- Fashion slip-on or ballet pumps
- Trainer-type shoes
- Fabric, Canvas, Converse



BOYS:

- Black Blazer (school badge obligatory) * worn to and from school and when moving around school
- Black Trousers
- White Shirt (short or long sleeved)
- Petrol Blue Jumper (with school badge) * Must be worn at all times
- School Tie*
- Black or Grey Socks
- Flat all-black School Shoes (Boots, trainers and “trainer-type” shoes are not permitted)
- Black School Overcoat – Optional (only official overcoat black and scarf permitted) *
- Outdoor coats are not to be worn inside school
- Plain black hat and scarf may be worn in cold weather
- **Official suppliers only**

Available only from official suppliers:

Burns & Company

295 Ormeau Road

Belfast

BT7

Tel No: 02890 647199

Gowdys

121 Woodstock Road

Belfast

BT5

Tel No: 02890 459052

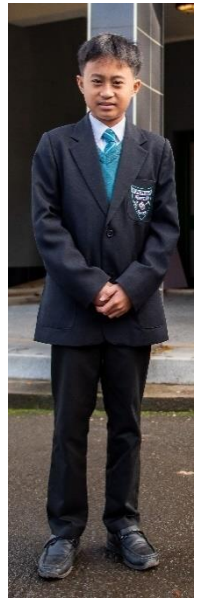
Truly Fare

397 Ormeau Road

Belfast

BT7 3GR

Tel No: 02890 691347



Points To Note For Parents / Guardians

By sending your child to St Joseph’s College, you are accepting and supporting our school policies and procedures on hairstyles. Pupils and parents are reminded that, if a pupil is in breach of the hairstyle regulations, parents will be contacted immediately.

Hairstyles:

- Hairstyles and haircuts must be suitable for school. Pupils should keep their hair neat, tidy and acceptable in appearance. Extreme and unusual styles, cuts and colours are not acceptable. Duo coloured hair is not permitted.
- Pupils should not have any part of their heads shaved or lines shaved into their head, skin fade haircuts are not acceptable.
- Pupils should only wear black or white hairbands or bobbles in their hair, and are not permitted to wear accessories (bows/braiding etc.) in their hair.
- It is strongly recommended that long hair be tied back for safety and hygiene reasons.
- Cultural traditions will be taken into account.

The Principal’s decision on all aspects of uniform is final.

PE UNIFORM



GIRLS AND BOYS

Pupils will need the following items of clothing for PE. We introduced a new PE kit last year. The new PE kit is compulsory for YR8 and YR9 pupils. Other year groups can continue to wear the previous kit.

- Trainers (non-marking soles) and football boots.
- School O'Neill's Green/Black PE shorts (optional)
- School O'Neill's skinny pants OR leggings
- School O'Neill's crew neck OR half-zip
- School O'Neill's PE T-shirt
- School O'Neill's black socks
- Gum-shield for Gaelic games

Advice For Parents

You have a very important role, especially in reassuring your child and helping them to prepare for moving from primary to secondary school. This is an exciting and significant event in their life. It is an important milestone which, for many parents and teachers, marks a change in expectations regarding crucial life-skills such as independent working and self-organisation.

There are many worries that your child might express such as: not making friends, getting lost, homework, not being able to do the work, getting to school and back (especially if it involves a bus journey) not having the right books and equipment etc. Although common, most children report that they are no longer worried about these after just one or two weeks at school.

If your child has any of these worries, it is useful to reassure them and emphasise that everyone else will also be feeling anxious.

10 Tips to help you and your child make going to school easier:

1. Help them get their school bag packed the night before. Make sure they have everything they need – books, PE kit, bus fare etc.
2. Make sure their uniform is ready.
3. Get them to bed at a reasonable time so they get a good night's sleep.
4. Set the alarm clock early enough to allow plenty of time to get ready.
5. Make sure they have had some breakfast.
6. Remind them to set off for the bus or walking early enough so they won't be late.
7. If your child is finding the work too hard, speak to their form teacher as soon as possible.
8. Talk to your child about what they did in school that day. Take an interest in their homework, check their planner/diary and sign it weekly.
9. If your child is unhappy about anything in school, contact the school straight away; ask to speak to their form teacher in the first instance.
10. Attend the Year 8 parents' afternoon and other school events.

The School Day

There are 10 periods in the school day. Each period lasts 30 minutes.

Pupils move from class to class during the day.

Lesson	Time	
	09:15 - 09:20	Staff Briefing
	09:20 - 09:30	Class registration
1	09:30 - 10:00	
2	10:00 - 10:30	
3	10:30 - 11:00	
	11:00 - 11:20	BREAK
4	11:20 - 11:50	
5	11:50 - 12:20	
6	12:20 - 12:50	
	12:50 - 1:25	FIRST LUNCH
7	1:25 - 2:00	
8	2:00 - 2:30	
9	2:30 - 3:00	
10	3:00 - 3:30	

The Curriculum – Key Stage 3

In St Joseph’s College we aim, within the framework of the Northern Ireland Curriculum, to provide a broad and balanced curriculum for all our pupils. We strive to create the learning conditions in which our pupils can achieve to the maximum of their potential; maturing to become confident, skilled and responsible individuals, able to succeed in an increasingly complex and rapidly changing world.

Key Stage 3

In Years 8, 9 and 10 pupils will have timetabled classes in:

AREA OF LEARNING	SUBJECTS(S)
The Arts	Art & Design Drama Music
English	English with Media Education
Environment & Society	History Geography
Mathematics	Mathematics
Modern Languages	Spanish
PE	Physical Education
Science & Technology	Science Technology & Design
RE	Religious Education
Learning for Life & Work	Home Economics Citizenship Employability Personal Development

We take into consideration the information we receive from Primary Schools and information from parents, before final class lists are prepared and pupils are set into classes.

We set high standards and children will be challenged to achieve academically.

Homework And Study

Advice for Pupils

Homework can take the form of written tasks, learning or reading. If you do not have homework in a subject, then you must do some study revising work that has been done in class that day. Homeworks should be recorded in your homework diary so you can check each night what has to be done.

Using Your Planner/Diary

- Take your diary to all lessons.
- Write details of all homeworks set, in the correct places.
- Have your diary ready for your tutor to check weekly.
- Ask Parents/Guardians to check your homework diary and sign weekly.
- Draw the attention of your Parents/Guardians to any messages from school.
- Draw the attention of staff to any messages from home.
- Loss of your diary will incur a replacement expense as it is an essential item of equipment. **PLEASE LOOK AFTER IT.**
- Read through the school information section with your Parent/Guardian.

Parents, Please check the Planner/Diary each night

Try to encourage your child from the beginning, to set aside study time each night and at the weekend for homework.

(Reading is very important; books, sports, magazines etc.)

Make sure your child gets into the habit of going somewhere quiet to do homework.

The Pupil Planner/Diary is designed to improve your child's organisational skills and act as a means of communication between school and home. It should be used to record homework, targets and other reminders and by parents to communicate with Form and Subject Teachers.

Please support your Son/Daughter by ensuring they:

1. Complete all homework and assignments.
2. Show you the Planner and ask you to sign it weekly.
3. Show you any messages from school and show staff any messages from you.

Healthy Eating / Packed Lunches

We ask parents to provide healthy packed lunches for their children. In line with Healthy Eating guidelines, we ask parents not to include the following products:

- High fat snacks and confectionery
- Coke, Fanta and other fizzy drinks
- Crisps
- Sweets
- Nut products*

* We have pupils in school who suffer from nut allergy. They may have a severe reaction if they come into contact with nuts. Consequently, we would ask that no nuts/nut products are brought into school for break or in packed lunches.

High energy high caffeine drinks such as Boost, BPM, Redbull etc., are not permitted in school. Pupils are asked not to bring them into school as they will be confiscated by school staff.

Healthy Options

Healthy alternatives to the above products can be purchased in the canteen to supplement pupils' lunches such as:

- Bottled water
- Milk
- Fruit Juices
- Fresh fruit salad
- Plain digestive biscuits/crackers

Our canteen staff regularly adapt/modify menus for pupils with particularly dietary requirements. Please let us know if your son/daughter has specific dietary needs. Parents will appreciate the health reasons for making the above requests and we trust that you will give us your full co-operation in these matters.

Canteen Facilities



Lunch Time:

At lunch time pupils either bring their own lunch or take school dinners in the canteen. Pupils are not permitted to eat food in any other part of the school.

Weather permitting pupils go outside after lunch for recreation. First years (year 8) have a special area in which to play and socialize. Once again it is supervised by senior staff and lunch time supervisors. Year 8 pupils may choose to go to one of the lunchtime clubs such as chess, library or drama.

PAYING FOR YOUR FOOD/CASHLESS SYSTEM

St Joseph's College runs an online payment system which will remove cash handling in school for staff and pupils. Using a secure website, ParentPay, you will be able to pay online via credit or debit card for school meals and other school purchases.



The benefits of using an online payment system:

- Reduces administration and amount of cash pupils have to carry to school.
- Payments can be made 24 hours a day, 7 days a week.
- Account balance and purchase history are available to you online.
- Ability to maintain a single ParentPay account for more than one child.

The school would encourage money for school meals to be paid online via ParentPay however cash revaluation units located in the school will also still be operational.

After School Activities in St Joseph's College

We have a range of sporting activities for our pupils.
These

Include:

- Gaelic Football
- Camogie
- Soccer (boys and girls)
- Netball
- Basketball
- Cross Country Club

The activities after school are organised with the help of qualified coaches and several of our teachers, in co-operation with the PE Department. Pupils have the opportunity to compete in local and regional competitions in these sports.

Clubs/Groups

Pupils may also join our:

- School Choir
- Computer Club
- Art Club
- Eco Club
- Performing Arts

Pupils may take up a musical instrument
(The School of Music provides tutors during the school day)

Homework Club

Homework enables pupils to achieve their full potential. Year 8 pupils have the opportunity to join the Homework Club where teachers and support staff are available to help pupils with their homework tasks and activities. The atmosphere is relaxed, yet supportive. The Homework Club operates Monday to Thursday from 3.30 pm until 4.30 pm in the laptop suite to allow pupils the opportunity to avail of ICT facilities.



Student Council

St Joseph's College provides opportunities for pupils to take on roles of responsibility and to become involved in real decision making. Including informing the school via plans. The Student Council also provides opportunities for pupils to develop leadership skills, becoming confident and active participants in the life of the college. Pupils and staff work together, to develop positive working relationships as they strive to improve the college as a learning community.

The Student Council provides a link between pupils, teachers and governors. We look forward to our new Year 8 pupils representing their form classes, taking on roles of responsibility and becoming involved in the work of the student council.



Sharing A Concern Advice to Parents / Guardians

I have a concern about my son/daughter or
another young person's safety



Talk to their child's Form Teacher



If I am still concerned, I can talk to
**Ms M Gribbin (Designated
teacher Child Protection)**



If I am still concerned, I can talk to **Ms C
L'Estrange (Vice Principal) (Deputy
Designated Teacher)**



If I am still concerned, I can talk to
The Principal Mrs McCormick



If I am still concerned, I can talk/write to
the **Chairperson of the Board of
Governors, c/o St Joseph's College**



At any time, I can talk to a social worker at the
Gateway Team, Belfast Health & Social Care Trust
Tel no: 02890 507000



The local Police Central Referral Unit
Tel no: 02890 259299 /101 x 30299

Safeguarding Policy 2023/2024

The school recognises that children have the right to be protected from all forms of violence, to be kept safe from harm and given proper care by those looking after them.

We recognise our statutory obligation to make a referral either to the social services or to the police when we suspect that a pupil is suffering abuse or when a pupil makes an allegation that he/she is suffering abuse.

Operation Encompass

We are an Operation Encompass school. This is an early intervention safeguarding partnership between schools and the Police. It is aimed at supporting children who are victims of domestic violence.

How does it work?

When police attend an incident of domestic violence where one of our pupils are present, they will inform the schools designated teachers for Child Protection at the start of the next day. This information is shared in the strictest of confidence and school staff are only told on a need-to-know basis. Staff will provide immediate support to any child who has been the victim of domestic abuse.

See parental information leaflet “Safeguarding—Protecting the children in our care”.

A full copy of the Safeguarding Policy is available from the Principal.

Points To Note For Parents / Guardians School

Attendance Matters

Attendance

In St Joseph's College full attendance for pupils is a high priority. Please help us to achieve this by ensuring your child's attendance remains above 95% (NI Average 94%). 90% might seem good but it equates to 1 day off every 2 weeks, 19 days absence per year or 3 weeks and 4 days of learning missed. From Years 8 – 12 this is a total of 6 months of education lost.

Extract from DENI leaflet 'Attendance Matters – Parental Guide'.

If a child of compulsory school age is registered at a school it is essential that they attend their school regularly and maintain a pattern of good attendance throughout their school career.

Excellent attendance at school is important to allow a child or young person to fulfil their potential.

Below are just some of the key reasons why it is so important children attend school:

- To learn.
- To have fun.
- To make new friends.
- To experience new things in life.
- To develop awareness of other cultures, religion, ethnicity and gender differences.
- To achieve.
- To gain qualifications.
- To develop new skills.
- To build confidence and self-esteem.
- To have the best possible start in life.

EVERY SCHOOL DAY COUNTS

Every single day a child is absent from school equates to a day of lost learning. Attendance percentages can be misleading.

100% Attendance	0 Days Missed	Excellent
95% Attendance	9 days missed 1 week and 4 days missed of learning	Satisfactory
90% Attendance	19 days of absence 3 weeks and 4 days of learning missed	Poor
85% Attendance	28 days of absence 5 weeks and 3 days of learning missed	Very Poor
80% Attendance	38 days of absence 7 weeks and 3 days of learning missed	Unacceptable
75% Attendance	46 days of absence 9 weeks and 1 days of learning missed	Unacceptable

Points To Note For Parents / Guardians

Parent support is essential when implementing school policies and procedures.

Parents/Guardians can support the work we do in St Joseph's by working in partnership with us to ensure their children:

- Are punctual to school arriving **BEFORE** 9.15am
- Have an excellent attendance record.
- Do not go on holiday in term-time.
- Mobile phones and all electronic devices must be switched off when in school. The school phone is available for emergencies.

Punctuality



We expect all of our pupils to arrive on time to school at 9.15am. Registration period begins at 9.20am. Pupils must be present in form rooms or year assembly at this time. School recognises and appreciates that on a rare occasion a pupil may be late to school. We would ask parents to ring the school office to confirm and explain the late arrival of their son/daughter. Alternatively, a written note giving the same information will be acceptable. Persistent late-coming is unacceptable and will result in pupils making up the lost time after school or when necessary.

Absences



When a child is unwell, parents / guardians are asked to contact the school before 9.15am on the first day of absence. A note explaining the absence to his/her Form Teacher must be provided when the child returns to school. Please use the notes in the homework planner. A pupil whose overall percentage attendance is below 85% will be officially referred to Education Welfare Service unless there is a legitimate reason or set of circumstances for the absence. If you are concerned about your child's attendance at school please contact us. We are here to support you. **Illness is the only legitimate reason for absence.** Each child's attendance is monitored throughout the school year by the Form Teacher, Year Head and the Attendance Co-Ordinator.

Doctor/Dentist Appointments



Please arrange medical and dental appointments for after school or during the holidays, unless in a real emergency. Pupils must bring in a signed note from their parents/guardians requesting permission to leave school for appointments. This request is given to the Year Head who will arrange for the pupil to be signed out at the requested time.

Points To Note For Parents / Guardians



Holidays

No child may go on holiday except during the stated holiday period. In very exceptional circumstances the Board of Governors may give permission for a maximum of two weeks leave. Please do not book holidays before such permission is applied for, and only if granted. Otherwise, your child's education is disrupted, progress is impaired, and their overall percentage attendance will drop.



Sickness During the School Day

If your son/daughter is sick and unable to continue in class, the school will contact parents/guardians through the contact telephone numbers we hold for you. Please keep us informed of change of address or telephone and of any medications your child is required to take.



Accidents

We will act "in loco parentis".

In the event of an accident on school premises or while out at school events, we will contact parents and do our best to inform them of what has happened, and the action taken. We will always act to safeguard your child's health and wellbeing, including calling for an ambulance if necessary.



Mobile Phone Policy

Mobile phones and all electronic devices should be switched off and kept out of sight in the school building unless instructed by a class teacher to use in their subject. Cameras on phones have the potential to breach Child Protection / Safeguarding regulations of the school as well as infringing the rights of others in the school.

The decision to provide a mobile phone to their children should be made by parents or guardians. It is incumbent upon parents to understand the capabilities of the phone and the potential use/mis-use of those capabilities. Parents/guardians should be aware if their child takes a mobile phone to school. It is assumed household insurance will provide the required cover in the event of loss or damage. The school cannot accept responsibility for any loss, damage or costs incurred due to its use.

Points To Note For Parents / Guardians

Parents/Guardians co-operation and support in helping us to maintain our extremely high standards in regard to school uniform, hairstyles and presentation is greatly appreciated and valued.

Jewellery

The wearing of jewellery should be kept to a **minimum** and must be appropriate in keeping with our school uniform. In addition, subject specific regulations must be followed.

No piercings on nose, tongues, eyebrows, chin, upper lips or other part of the body are allowed for health and safety reasons.

Make-up/Tanning Products

Pupils should not wear any make up or tanning products to school. Pupils are not permitted to wear lash extensions. This practice is not in keeping with the school's uniform policy.

Nail polish

Pupils are not permitted to wear nail polish, or acrylic nails.

School Bags

All pupils should carry a school bag which is:

- Fit for purpose
- Strong/durable
- Preferably plain black
- School bags should be graffiti free

All pupils should bring a pencil case to school containing:

- Pens
- Pencils
- Eraser
- Sharpener
- Ruler
- Colouring pencils
- Calculator

Importance of the Pupil Planner/Diary

Please use this handbook in conjunction with the pupil planner/diary which pupils will receive at the start of the new term. Each pupil is given a pupil planner free, however, if they lose it, there is a replacement charge of £2.00.

Information contained within the Pupil Planner/Diary

- St Joseph's College Vision and Aims
- Behaviour For Learning Policy
- Anti-Bullying Policy
- College Expectations of Pupils' Behaviour
- Home/School Links Policy
- Extract from Homework Policy
- Network Usage Rules
- Breakdown of School Day
- Details of School Uniform
- Calendar of Holidays 2023/2024

Other Policies available on request from the Principal are:

- Safeguarding Policy/Procedures
- Special Educational Needs Policy
- Assessment Policy
- Substance Misuse Policy/Procedure
- ICT Policy
- Numeracy Policy
- Literacy Policy
- Learning and Teaching Policy

School Prayer



School Prayer to St Joseph

Dear St Joseph,
our faithful guardian,
whose protection is so great,
obtain for us the grace
to use our talents wisely
and work hard.

Keep our school community
united in the love of Christ.

Amen

Notes:

Notes:

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