

loving hopeful
attentive curious
faith-filled learned wise
generous prophetic grateful
eloquent discerning
intentional compassionate
truthful active



**BEING ONE
OF OURS**



Our Lady's Catholic High School



Being One of Ours

Year 7 Pupil Transition Guide 2024/2025



Pupils at **Our Lady's** are growing to be

grateful for their own gifts, for the gift of other people, and for the blessings of each day; and **generous** with their gifts, becoming men and women for others

attentive to their experience and to their vocation; and **discerning** about the choices they make and the effects of those choices

compassionate towards others, near and far, especially the less fortunate; and **loving** by their just actions and forgiving words

faith-filled in their beliefs and **hopeful** for the future

eloquent and **truthful** in what they say of themselves, the relations between people, and the world

learned, finding God in all things; and **wise** in the ways they use their learning for the common good

curious about everything; and **active** in their engagement with the world, changing what they can for the better

intentional in the way they live and use the resources of the earth, guided by conscience; and **prophetic** in the example they set to others.

Being One of Ours

Welcome to Our Lady's Catholic High School



Mr Charnock
HEADTEACHER

Hello, my name is Mr. Charnock and I will be your headteacher.

Our school is a wonderful place to learn. When you put on our uniform, you put on our school and become 'One of Ours'. This means that we all have a responsibility to work together as a team. I expect excellent behaviour, good manners, hard work and respect from every member of our school family. I expect you to wear your uniform with pride and have a positive attitude to everything you do.

I look forward to meeting you and celebrating your successes over the next five years with us.



Mr Horn
ASSISTANT HEADTEACHER

Hello, my name is Mr Horn and I am looking forward to welcoming you to Our Lady's.

From your very first day, you become 'One of Ours'. Our values are important to everything we do at Our Lady's and we reward our pupils for their hard-work and commitment to school life.



Mrs Beesley
YEAR 7
LEARNING MANAGER

Hello, my name is Mrs Beesley and I will be your learning manager.

Your form tutor is always your first point of contact for any concerns that you may have but I'm always here to help too.

I'm very much looking forward to welcoming you to Our Lady's.



My First Day

Your first day at secondary school is a big step. Here's some helpful hints to make it a success.



At least a week before:

- Check that you know how you are getting to and from school.
- Check that you have all parts of your uniform and have labelled them.

The night before:

- Have your bag packed – check you have all the correct equipment.
- Have your named uniform laid out ready.
- Set your alarm to allow you plenty of time to get up and ready.



On your first day:

There will only be Year 7 in school.

- Start your first day with a good breakfast and leave the house ready to arrive at school on time.
- When you arrive, you will be greeted by members of staff.
- You will have a Welcome Assembly with your year group before spending the rest of the morning with your tutor group. It is important to listen carefully to all the information being given.
- After the morning with your form tutor, it will be time for your first lesson.
- You will be given your timetable and there will be plenty of people around to point you in the right direction.



The School Day

This is our current school day. Check your planner in September for the start times of all your lessons.

MONDAYS, WEDNESDAYS AND FRIDAYS

REGISTRATION	08:55AM	09:20AM
PERIOD 1	09:15AM	10:15AM
PERIOD 2	10:15AM	11:15AM
BREAK	11:15AM	11:30AM
PERIOD 3	11:30AM	12:30PM
PERIOD 4	12:30PM	1:30PM
LUNCH	1:30PM	2:00PM
PERIOD 5	2:00PM	3:00PM

TUESDAYS

REGISTRATION	08:55AM	09:10AM
PERIOD 1	09:10AM	10:05AM
PERIOD 2	10:05AM	11:00AM
BREAK	11:00AM	11:15AM
PERIOD 3	11:15AM	12:10PM
PERIOD 4	12:10PM	1:05PM
LUNCH	1:05PM	1:35PM
PERIOD 5	1.35PM	2:35PM

Your Form Tutor

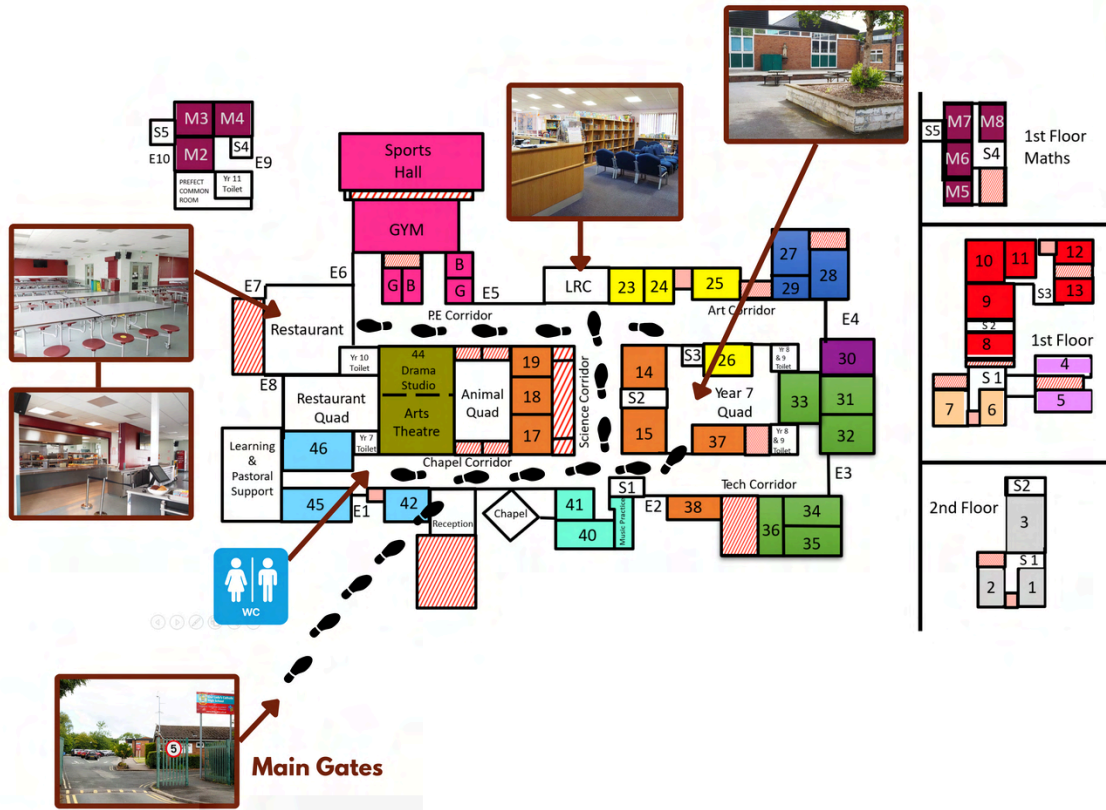
Everyday, you start the morning with your form tutor in registration. Your form tutor will take the register and update you on activities happening in school throughout the week. Always have your planner with you as your form tutor will ask you to make notes in it and will want to check it from time to time.

Your form tutor is there every day to answer any questions you may have and to check your planner is signed and up to date. Your parent/carer can contact them too if they have any concerns.

Every Monday, Year 7 have an assembly



School Map



Our Lady's Catholic High School

Timetable

Here is an example of a Year 7 timetable

Week A

Week B

	AMon	ATue	AWed	AThu	AFri
P1	AMon:1a Physical Educa TWA PEB1	ATue:1a History RSA	AWed:1a History 3 RSA	AThu:1a Drama 3 MCY	AFri:1a Mathematics CDA M3
P2	AMon:2a English JSL 9	ATue:2a Science DTA 38	AWed:2a Art & Design DCO 28	AThu:2a Physical Educa TWA PEB1	AFri:2a Science RBI 15
P3	AMon:3a Mathematics CDA M3	ATue:3a Geography ERO 7	AWed:3a Geography ERO 7	AThu:3a English JSL 9	AFri:3a English JSL 9
P4	AMon:4a French ECR 46	ATue:4a Computer Scien KWO 5	AWed:4a French ECR 46	AThu:4a Music SFA 41	AFri:4a Religious Educa CFL 25
P5	AMon:5a Science DTA 38	ATue:5a Mathematics CJO M2	AWed:5a Religious Educa CFL 25	AThu:5a Design Technol SDE 34	AFri:5a Design Technol SDE 34

	BMon	BTue	BWed	BThu	BFri
P1	BMon:1a Physical Educa TWA PEB1	BTue:1a Religious Educa CFL 25	BWed:1a History RSA 3	BThu:1a Drama 3 MCY	BFri:1a Mathematics CDA M3
P2	BMon:2a English JSL 9	BTue:2a Science RBI 38	BWed:2a Art & Design DCO 28	BThu:2a Physical Educa TWA PEB1	BFri:2a Science RBI 15
P3	BMon:3a Mathematics CDA M3	BTue:3a Geography ERO 7	BWed:3a English JSL 9	BThu:3a English JSL 9	BFri:3a English 9 JSL LRC
P4	BMon:4a French ECR 46	BTue:4a Computer Scien KWO 5	BWed:4a French ECR 46	BThu:4a Music SFA 41	BFri:4a Religious Educa CFL 25
P5	BMon:5a Science DTA 38	BTue:5a Mathematics CJO M2	BWed:5a Religious Educa CFL 25	BThu:5a Design Technol SDE 34	BFri:5a Design Technol SDE 34



Being Ready to Learn

Come to school each day with everything you need to learn and participate fully.

Here is a list to help you remember what to bring everyday.

Essential

- Pencil Case
- 2 Black Pens
- A (HB) Pencil
- Red Pen
- Ruler
- Planner
- Eraser
- Scientific Calculator
- Pair of Compasses
- Protractor

Optional

- Glue Stick
- Pencil Sharpener
- Colouring Pencils
- Highlighter Pens

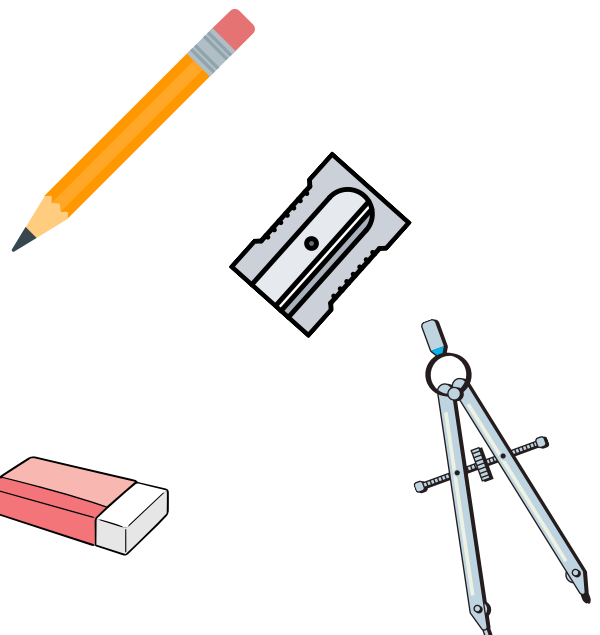
Planner

You will be given a school planner to keep with you everyday in school.

Scientific Calculator

Casio FX-83GTX or Casio FX-85GTX.

These can be ordered on ScoPay



Being One Of Ours Rewards

On your first day, you will receive a planner with all the information you need. It is important you look after this and have it with you at all times.



At the start of each half term, you are given 10 BOOO Points. You can earn more points for your work and for displaying our BOOO virtues (have a look at the inside cover again). At the end of each half term, a prize draw is held and prizes awarded to lucky winners of the draw.

Badges are also awarded at the beginning of each term as follows:

-  20 points
-  40 points
-  60 points
-  100 points



Pledge Awards

We encourage everyone to get involved in the clubs and extra curricular activities available. Pupils receive Pledge Points for getting involved.



There are 5 different badges available:

- | | |
|----------------------------|-----------|
| School Trips and Visits | 10 POINTS |
| Performing Arts | 10 POINTS |
| Sports | 10 POINTS |
| Clubs and Societies | 10 POINTS |
| Catholic Ethos and Charity | 10 POINTS |



Get Involved

There are lots of clubs and activities at lunchtime and after school. Get involved, learn new skills and make new friends. You also earn Pledge Points for attending too.



Here are just a few of the clubs that you could get involved in:

- Faith in Action
- Fiction Addiction
- Sports Council
- Badminton
- Netball
- Football
- Rugby
- Athletics
- Dodge Ball
- Dance
- Japanese Club
- Debate Club
- Performing Arts Club
- Ukele Orchestra
- Chess Club
- Animal Care
- Duke of Edinburgh



School Meals

We have a main restaurant and our outdoor kiosk on the yard, where you can purchase food. We promote Healthy Choices.



Cashless system

- We run a cashless system in school where pupil's use their fingerprint to pay for food in the canteen and kiosk.
- Parents can prepay your account using SCOPay and set a daily spending limit.
- We advise all pupils to bring a clear plastic water bottle to stay hydrated throughout the day.



Example of weekly menu

Monday	Tuesday	Wednesday	Thursday	Friday
<p>Mac & cheese with bacon and broccoli Cooked macaroni pasta and a cheese sauce with golden melted cheddar topping.</p>	<p>SAUSAGE & MASH Choose from either a butcher's quality Cumberland sausage or Quorn sausages served on a bed of homemade creamy mashed potato with gravy or baked beans</p>	<p>Roast Dinner Cook's choice of meat with roast potatoes served with cauliflower, broccoli and gravy.</p>	<p>Chilli Nachos Minced beef cooked with onions, peppers, red kidney beans and seasoned with a mild chilli powder topped with nachos and cheese served on a bed of rice</p>	<p>CHIPPY DAY Choose from a battered cod fillet, breaded fish fingers or a fishcake all baked in the oven and served with chips</p>
<p>VEGETARIAN OPTION</p> <p>Mac & cheese with broccoli Cooked macaroni pasta and a cheese sauce with golden melted cheddar topping.</p>		<p>Roast Dinner Quorn fillet served with roast potato, cauliflower, broccoli and gravy</p>	<p>Veggie Nachos Quorn mince cooked with onions, peppers, red kidney beans and seasoned with a mild chilli powder topped with nachos and cheese served on a bed of rice</p>	<p>Tuna and Cheese Melt Panini</p>
<p>Broccoli</p>	<p>Green beans</p>	<p>Cauliflower, broccoli, mix veg</p>	<p>Mixed salad</p>	<p>Mushy Peas</p>
<p>OR</p> <p>DELI BAR & JACKET POTATOES Design your own sandwich, first choose your bread – wraps, assorted batch or sliced bread, then choose your filling a selection of the following will be available daily – ham, cheese, tuna, Fajita chicken, egg and finally finish with a choice of salad – carrot sticks, cucumber, tomatoes, iceberg lettuce, red onion, spring onion, coleslaw, and peppers. Jacket potatoes with a choice of fillings will be available daily</p> <p>HOT GRAB N GO A selection of hot baguettes wraps and paninis will be available daily with a variety of fillings.</p> <p>PASTA POTS A hot pasta offer will be available with a choice of a meat and veggie sauces</p> <p>FOR DESSERT A selection of home bakery items available everyday: biscuits and cakes and A selection of fresh fruit or fruit pots are also available everyday</p>				



At the End of Day

Check your planner to see what books and equipment you need for the next day. Empty your bag of the items that you are not going to need.

- Check Synergy for any information notices.
- Do you have any homework to complete?
- Does your planner need signing?
- Hang up your uniform ready for the next day?
- Tell your parents about all your new experiences!

Planner

- Check your planner to see what homework needs to be completed.
- We recommend that you complete your homework on the same day it is issued so that you do not get behind.



Join an after-school activity

- Learning Resource Centre (LRC)
- Sports
- Dance and Drama
- Music
- Creative



Uniform

Every time you put on your uniform you show the world that you are 'One of Ours'. We take pride in our uniform.



Collared uniform



Shoes



Blouse uniform



All pupils must wear plain, black shoes. Trainers or trainer-like soles are not permitted. No logos, trim or accessories are permitted (including tassels, bows and unnecessary buckles). Kickers and Doc Martens are not acceptable.

Bags

You will need a plain rucksack big enough to fit an A4 file in.

Coat

You will need a waterproof coat for travelling to and from school. During the school day, your coat will need to be kept in your locker or bag.



Uniform Rules



Socks and Tights

Black, white or opaque tights are part of our school uniform. Trainer socks or socks with frills or embellishments are not permitted.

Make-up and Fake Tan

No make-up is permitted at school. Fake tan, henna, false eyelashes, false nails or nail polish are all classed as make up. Henna must have permission from Mr Charnock.

Jewellery

You may wear one pair of plain gold or silver studs with a maximum diameter of 4mm. No other piercings or jewellery is permitted.

Mobile Phone

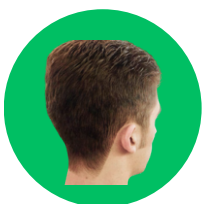
You are allowed your mobile phone in school but it must be switched off and in your bag during the school day.

Natural Hair Colour

Your hair must remain its natural colour while you are a pupil at Our Lady's High School. Hair should be blended with no ridges and typically no less than a grade 3.

You must read the full policy before purchasing any uniform or making any hair styling decisions.

www.olchs.lancs.sch.uk/school/information/uniform/



Uniform Policy

www.olchs.lancs.sch.uk/school/information/uniform/



Moving Up Checklist

As the move to secondary school gets closer, this checklist can help you prepare for a great start.

✓ **Plan your route**
Plan your route to school and make a few trial runs.

Familiarise yourself with the route using Google Maps and 'street view'. Pupils are not allowed to use the '19 steps' route.

✓ **Cycling**
If you will be cycling to school, make sure your bicycle is in a good and safe working order and that you have signed and returned your Bicycle Contract.

A helmet and bike lock are essential.

✓ **Bus**
Make sure you familiarise yourself with the bus number you need and where it will pick you up from and drop you off after school.

Check if you need a bus pass and order this in plenty of time.

✓ **Practise Packing**
Practise packing all the things you will need to take to school. Get in the habit of packing the night before.

✓ **Prepare your uniform**
Make sure you have all parts of your uniform ready for the next day. Check your planner to see if you need your drama or PE kit.

✓ **School Website**
Visit our school website and have a look under the school/information tab to find out as much as possible:

Bus Routes

www.olchs.lancs.sch.uk/school/information/transport/



School Prayers

Here are the prayers we use in school throughout the school week.

School Prayer

Lord,
As we travel together in faith,
we thank you for our school
and all who are part of it.
We pray that we grow, love and learn
to be more like you
in our thoughts, words and actions.
Amen

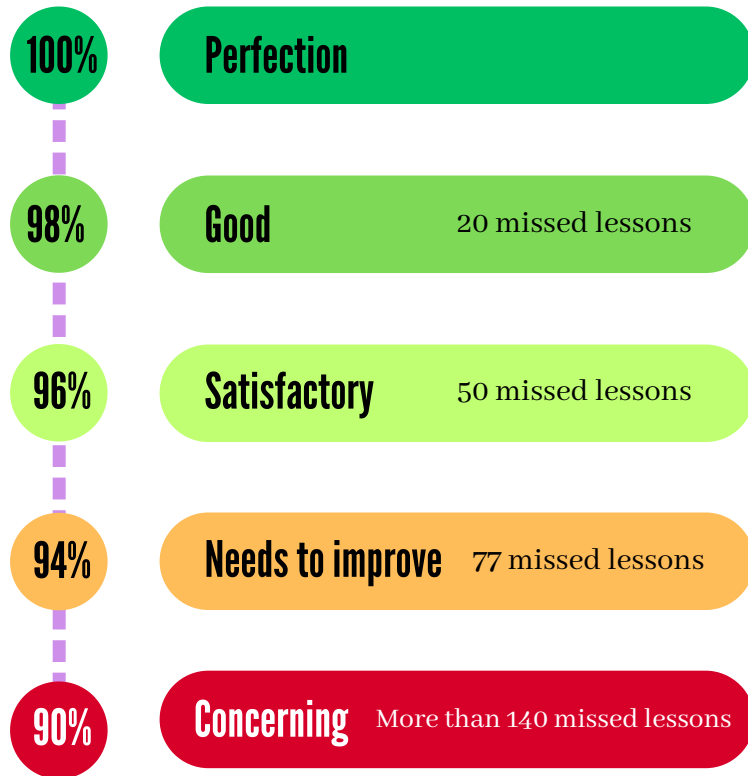
Grace

Dear God
Help us to be grateful for our food
today,
And for the generous hands that
made it,
As we remember those who are less
fortunate,
Amen



Attendance

Outstanding attendance is necessary for outstanding performance in your learning. Every school-day contains five lessons.



- Learning is a gradual and progressive process.
- Every lesson is an opportunity to learn something new and become more confident in something you have already been taught.
- Poor attendance is linked to lower exam results

Come to school if you have :

- A runny nose or just a little cough but no other symptoms.
- A Sore throat but no other symptoms.
- No fever in the past 24 hours without fever-reducing medicine.
- No vomiting or diarrhea for 24 hours.



Keeping you safe

We take pride in listening to all our pupils and ensuring that they feel supported on a daily basis.

Bullying:

Our Lady's High School does not tolerate bullying of any kind.

Bullying is defined as a repeated behaviour that is intended to cause distress, embarrassment, discomfort or harm to others.

If you are worried about something, talk to your form tutor, teacher or a member of Learning Support. If you would prefer to write it down instead, use the 'Well Being' button on the home page of our website below to report any behaviour that is causing you to worry.



There is always someone that can help. Here are some numbers that you might find useful.



Whatever your worry, it's better out than in. Call Childline on 0800 1111



It's a place to go if you're struggling to cope and you need immediate help. Text: 85258



For support with your mental health access the website: www.kooth.com



Any Questions?

Make a note of any questions you have.

Excited about...

Nervous about...

Wondering about...

Confused about...



Useful Information

Here are some friendly faces and useful information that you may need to make a note of.

List of the Year 7 team

Mrs Beesley
LEARNING MANAGER

Miss Hampson
ASSISTANT LEARNING MANAGER

Miss Singleton
PASTORAL SUPPORT MENTOR

Form Tutors

7O Mrs Sturgess

7U Mr Panton

7R Mrs Smith

7L Miss Deady-Alston

7A Mr Davidson

7D Miss Lewis



Summer Challenge

Complete 5 out of the 6 challenges to earn 5 green writings and your first of many 'Being One of Ours' Points.

Week	Virtues Focus	Ideas	Signature and Description
1	Grateful and Generous	<ul style="list-style-type: none"> Supporting others talents Sharing with others Thanking loved ones 	
2	Compassionate and Loving	<ul style="list-style-type: none"> Compliment others Help someone in need Forgiving someone 	
3	Learned and Wise	<ul style="list-style-type: none"> Finding the good in each day Recycle Read Y7 book Spend the day outside 	
4	Curious and Active	<ul style="list-style-type: none"> Try a new skill Support a charity - donating clothes Ask questions about the world 	
5	Intentional and Prophetic	<ul style="list-style-type: none"> Helping with housework Helping cook a meal Show a good example to others 	
6	Faith-filled and Hopeful	<ul style="list-style-type: none"> Pack your school bag Think of 1 question to ask your form tutor Speak to family or friends about why you're excited to start OLCHS. 	





Being One of Ours