



Considerate Ambitious Proud

PUPIL PLANNER 21/22

Pupil Name:

Tutor Group:



Codsall
Middle School

a school to be proud of



PERSONAL INFORMATION

Pupil Name: _____

Address: _____

Home Telephone: _____

Locker Number: _____ Locker Code: _____

Emergency Contact 1

Name: _____

Telephone / Mobile: _____

Emergency Contact 2

Name: _____

Telephone / Mobile: _____

HOW TO CONTACT CODSALL MIDDLE SCHOOL

Headteacher: Mr P Bowers MAEd

Address: Wolverhampton Road,
Codsall, Wolverhampton,
WV8 1PB

Telephone: 01902 843177

Email: office@codsall-middle.staffs.sch.uk

Website: www.codsallmiddleschool.com

TIMES OF THE DAY

Key Stage 2 (Years 5 and 6):

Pupils to arrive 8.30am (enter via side door by event shelter)

AM Registration / Form time: 08.35-08.55

Lesson 1:	08.55 – 09.55
Break:	09.55 – 10.15
Lesson 2:	10.15 – 11.15
Lesson 3:	11.15 – 12.15 (PM registration from this lesson)
Lunch:	12.15 – 13.00
Lesson 4:	13.00 – 14.00
Lesson 5:	14.00 – 15.00
PM Form time :	15.00 – 15.15

Key Stage 3 (Years 7 and 8)

Pupils to arrive 8.30am (enter via respective cloakroom doors)

AM Registration / Form time: 08.35-08.55

Lesson 1:	08.55 – 9.55
Lesson 2:	09.55 – 10.55
Break:	10.55 – 11.15
Lesson 3:	11.15 – 12.15 (PM register mark from this lesson)
Lesson 4:	12.15 – 13.15
Lunch:	13.15 – 14.00
Lesson 5:	14.00 – 15.00
PM Form time:	15.00 - 15.10

(KS3 clear site 5 minutes before KS2)

PUPIL USEFUL LOGINS AND PASSWORDS

School network login: _____

School network password: _____

Go4 Login: _____

Email: _____

Accelerated Reader

<https://ukhosted74.renlearn.co.uk/2249950>

Username: _____

Password: _____

ZPD: _____

SPAG.COM - www.spag.com:

Username: _____

Password: _____

MyMaths - www.mymaths.co.uk:

Username: _____

Password: _____

TT Rockstars - www.ttrockstars.com:

Username: _____

Password: _____

PUPIL USEFUL LOGINS AND PASSWORDS cont

Linguascope - www.linguascope.com:

Username: _____

Password: _____

Babelzone - www.lcfclubs.com/babelzonenew:

Username: _____

Password: _____

Atantot - www.atantot.com:

Username: _____

Password: _____

Spelling Shed – www.spellingshed.com:

Username: _____

Password: _____

Additional information

FIRST AID AND ADMINISTRATION OF MEDICINES

PUPIL NAME: _____

PARENTAL SIGNATURE: _____

DATE: _____

Please complete the above to give school permission to administer a hot/cold pack if required or administer Paracetamol (appropriate dose) only for minor ailments such as headache / toothache.

Other medicines should be handed to reception named with clear dosage instructions.

2021/22 LOG OF MEDICATION / FIRST AID TREATMENT

[illegible]

[illegible]

TIMETABLE - KS2

Mon	Tues	Wed	Thurs	Fri	
Registration					
					L1
Break					
					L2
					L3
Lunch					
					L4
					L5
Registration					

TIMETABLE - KS3

Mon	Tues	Wed	Thurs	Fri	
Registration					
					L1
					L2
Break					
					L3
					L4
Lunch					
					L5
Registration					

TERM DATES

Autumn Term 2021

Staff training day	Wednesday 1st September 2021
School opening day KS2 (Y5&6) only	Thursday 2nd September 2021
School opening day KS3 (Y7&8) only	Friday 3rd September 2021
School closes at 3.15pm for half term	Thursday 21st October 2021
Staff training day	Friday 22nd October 2021
School opens	Monday 1st November 2021
School closes at 3.15pm for Christmas	Thursday 16th December 2021
Staff training day	Friday 17th December 2021

Spring Term 2022

School opens	Tuesday 4th January 2022
School closes at 3.15pm for half term	Friday 18th February 2022
Staff training day	Monday 28th February 2022
School opens	Tuesday 1st March 2022
School closes at 3.15pm for Easter	Friday 8th April 2022

Summer Term 2022

School opens	Monday 25th April 2022
May Day – school closed	Monday 2nd May 2022
School closes at 3.15pm for half term	Friday 27th May 2022
School opens	Monday 6th June 2022
School closes for Summer	Wednesday 20th July 2022
Staff training day	Thursday 21st July 2022

School Terms and Holiday Dates 2021/2022

September 2021						
Wk	Mo	Tu	We	Th	Fr	Sa Su
35			1	2	3	4 5
36	6	7	8	9	10	11 12
37	13	14	15	16	17	18 19
38	20	21	22	23	24	25 26
39	27	28	29	30		

October 2021						
Wk	Mo	Tu	We	Th	Fr	Sa Su
39					1	2 3
40	4	5	6	7	8	9 10
41	11	12	13	14	15	16 17
42	18	19	20	21	22	23 24
43	25	26	27	28	29	30 31

November 2021						
Wk	Mo	Tu	We	Th	Fr	Sa Su
44	1	2	3	4	5	6 7
45	8	9	10	11	12	13 14
46	15	16	17	18	19	20 21
47	22	23	24	25	26	27 28
48	29	30				

December 2021						
Wk	Mo	Tu	We	Th	Fr	Sa Su
48			1	2	3	4 5
49	6	7	8	9	10	11 12
50	13	14	15	16	17	18 19
51	20	21	22	23	24	25 26
52	27	28	29	30	31	

January 2022						
Wk	Mo	Tu	We	Th	Fr	Sa Su
52						1 2
1	3	4	5	6	7	8 9
2	10	11	12	13	14	15 16
3	17	18	19	20	21	22 23
4	24	25	26	27	28	29 30
5	31					

February 2022						
Wk	Mo	Tu	We	Th	Fr	Sa Su
5		1	2	3	4	5 6
6	7	8	9	10	11	12 13
7	14	15	16	17	18	19 20
8	21	22	23	24	25	26 27
9	28					

March 2022						
Wk	Mo	Tu	We	Th	Fr	Sa Su
9		1	2	3	4	5 6
10	7	8	9	10	11	12 13
11	14	15	16	17	18	19 20
12	21	22	23	24	25	26 27
13	28	29	30	31		

April 2022						
Wk	Mo	Tu	We	Th	Fr	Sa Su
13					1	2 3
14	4	5	6	7	8	9 10
15	11	12	13	14	15	16 17
16	18	19	20	21	22	23 24
17	25	26	27	28	29	30

May 2022						
Wk	Mo	Tu	We	Th	Fr	Sa Su
17						1
18	2	3	4	5	6	7 8
19	9	10	11	12	13	14 15
20	16	17	18	19	20	21 22
21	23	24	25	26	27	28 29
22	30	31				

June 2022						
Wk	Mo	Tu	We	Th	Fr	Sa Su
22		1	2	3	4	5
23	6	7	8	9	10	11 12
24	13	14	15	16	17	18 19
25	20	21	22	23	24	25 26
26	27	28	29	30		

July 2022						
Wk	Mo	Tu	We	Th	Fr	Sa Su
26					1	2 3
27	4	5	6	7	8	9 10
28	11	12	13	14	15	16 17
29	18	19	20	21	22	23 24
30	25	26	27	28	29	30 31

August 2022						
Wk	Mo	Tu	We	Th	Fr	Sa Su
31	1	2	3	4	5	6 7
32	8	9	10	11	12	13 14
33	15	16	17	18	19	20 21
34	22	23	24	25	26	27 28
35	29	30	31			



Staff training day



May Day Bank Holiday



School Holidays

Codsall Middle School

HOME-SCHOOL AGREEMENT

Name: _____

Codsall Middle School has always set and expected high standards of behaviour, effort and achievement from all of its pupils.

Moreover, we firmly believe in the 3 way process of co-operation and involvement in support of the values and aims of the school, that is school – pupil – parent.

To maintain and improve these standards we set out our own agreement.

AS A SCHOOL WE WILL STRIVE TO:

- Provide a happy, secure and caring environment for the total development of the pupils
- Maintain the highest standards of achievement and personal and social development
- Provide a broad and balanced curriculum as determined by National Curriculum and government guidelines
- Set challenging work which is appropriate to the ability of the individual pupil
- Monitor pupils' books and set homework appropriate to their age
- Report on pupils' academic progress
- Involve parents in discussions about a pupil's academic or pastoral welfare
- Provide varied extra-curricular opportunities
- Work in partnership with parents to secure the highest possible standards of pastoral care

AS A PUPIL I WILL STRIVE TO:

- Respect the school's property and that of others
- Arrive promptly to school, properly equipped for all lessons
- Always try to do my best in school work and homework
- Behave well in lessons and around the school
- Positively promote the reputation of the school in the community

AS A PARENT I WILL STRIVE TO:

- Make every effort to support my child's learning at home
- Encourage my child to achieve his/her full potential
- Support the school in the application of its policies, e.g. behaviour, attendance, curriculum, uniform and anti-bullying
- Make contact with the school to discuss any concerns regarding my child
- Keep the school informed about any issues which may affect my/our child's well being

BASIC CLASSROOM RIGHTS

Teachers have the right to teach

Students have the right to learn

Everybody has the right to safety

Everybody has the right to dignity

ESSENTIAL RULES

1 Follow teacher directions

2 Protect everybody's right to safety by:

*Keeping your hands, feet and objects to yourself

*Not swearing, calling names or using put-downs

Parent: _____

Pupil: _____

RESPONSIBLE INTERNET USE

Name: _____

The school has installed computers with Internet access to help your learning. The school cannot deal with issues relating to the use of Facebook and other networking sites occurring outside of school; this is an area for parental responsibility. We remind you that the recommended age for using Facebook is 13 years.

These rules will keep you safe and help us to be fair to others.

- I will only access the systems with my own login and password, which I will keep secret.
- I will not access other people's files.
- I will only use the computers when given permission.
- I will only use memory sticks when allowed to by the teacher.
- I will ask permission from a member of staff before using the Internet.
- I will only e-mail people I know, or my teacher has approved.
- The messages I send will be polite and responsible.
- I will report any unpleasant material or messages sent to me. I understand this report would be confidential and would help protect other students and myself.
- I understand that the school may check my computer files and will monitor the Internet sites I visit as well as the e-mails sent and received.
- I will not attempt to access inappropriate or offensive material on the Internet.
- I understand that You Tube, Instagram and all forms of social media platforms are blocked and will not attempt to access them.
- I will only use the internet to search for things that my teachers have requested.
- I will not print anything unless requested to do so by an adult and will not print any more copies than needed.
- I will always make sure that my files have appropriate names.
- I will use my knowledge and awareness of internet safety to help other students where possible.
- Cyberbullying will not be tolerated at school and all cases will be dealt with appropriately.

As a school user of the Internet, I agree to comply with the school rules on its use. I will use the network in a responsible way and observe all restrictions explained to me by school.

As the parent or legal guardian of the above named pupil. I grant permission for my child to use electronic mail and the Internet. I understand that pupils will be held accountable for their own actions. I also understand that some materials on the Internet may be objectionable and I accept responsibility for setting standards for my son or daughter to follow when selecting, sharing and exploring information and media.

Copyright Information

This school may produce web pages, ICT presentations, educational or interest articles for magazines or similar. No child's work will ever be used without his/her permission, but we also need permission from parents to be able to publish the child's work. Please rest assured the child's safety would always be of paramount importance; no personal information will be made public.

Parent: _____

Pupil: _____

HEALTH AND SAFETY ISSUES

You have responsibilities to make Codsall Middle School a safe place for yourself and others.

1. Leave all areas tidy (cloakrooms, chairs, stools, and keep bags out of the way).
2. Report to a teacher any accident or near miss that happens on the school site.
3. Follow the School Rules.
4. Work in a tidy organised manner.
5. Keep away from the car park area.
6. Carry out the Fire Drill routine exactly.
7. Keep fire doors closed at all times.
8. In hot weather, do not leave sandwiches in direct sunlight.
9. In icy, snowy conditions, do not slide on the playground or throw snowballs.
10. In hot sunny weather you should wear a hat and wear sun screen. Sit somewhere where it is shady. Always have a reliable water bottle in school.
11. Be aware of others.
12. Only play football in the designated areas and use balls that are soft. Do not kick balls towards the windows. No football before the start of school – only break-times and lunchtimes.
13. Report to a teacher any unknown person on the premises who is not wearing a visitor's badge.
14. Mobile phones to be handed in during form time for safe keeping during the school day.
15. Mobile phones are to be switched off when entering the school site and only to be turned on again once pupils have left the school site.

PERSONAL APPEARANCE AND UNIFORM

At Codsall Middle School a high standard of personal appearance is expected. Pupils need to be proud of their smart uniform which will reflect the businesslike and purposeful atmosphere of the school. Members of staff are committed to providing a high quality of education for pupils and must not have their time wasted pursuing pupils not wearing the correct uniform.

- Hair should be worn in a simple, neat style with no 'cult' cuts, including 'tramlines' or extensions; natural hair colour should be worn during term-time.
- Make-up is not permitted (for instance, foundation, mascara, eyeliner, blusher, lipstick, nail extensions and coloured nail varnish).
- Jewellery is restricted to one pair of small plain gold/silver studs and a wristwatch. Permission may be given to wear other jewellery for religious reasons. We do not accept any responsibility for jewellery brought into school.

Codsall Middle School Uniform Girls' uniform

- Black blazer – compulsory for all pupils
- Skirt, pinafore dress, culottes or formal trousers (black or grey)
- White blouse – no reverse collars
- School tie (£4.00 from school office)
- Sensible black shoes, **no** trainers or branded fashion shoes/pumps
- White, grey or black socks
- **Please note skinny fit jeggings, leggings, trousers and tube skirts are not suitable items of uniform**

Optional:

- Summer dress – mid-blue gingham (Summer term)
- Light grey pullover or light grey cardigan both with school logo

We respectfully ask that if a pupil wears a hijab it should be black, white or grey.

Boys' Uniform

- Black blazer – compulsory for all pupils
- Trousers (black or grey)
- White shirt
- School tie (£4.00 from school office)
- Sensible black shoes, no trainers or branded fashion shoes/pumps
- White, grey or black socks

Optional:

- Formal grey shorts (Summer term)
- Light grey pullover with school logo

ESSENTIAL EQUIPMENT FOR PUPILS

A pencil case containing:

For General Lessons

HB pencil(s)
Sharpener
Rubber
Ruler
Pen (blue/black ink)
Coloured pencils
Highlighters (pink & green)
Glue stick
Headphones

For Maths Lessons

Compass (metal)
Protractor (clear)
Ruler (30cm)
Scientific calculator Year 7 - 8

Named Apron (for food technology lessons)

PE Kit

Girls' kit – all years

Blue polo shirt
Blue/white games socks
Blue Fleece
Trainers
Blue Shorts/Skort
Black/blue sports leggings

Boys' kit – all years

Blue polo shirt
Blue games socks
Blue Fleece
Blue shorts
Trainers

Optional for all pupils:

Black under armour/skin/thermal top
Black tracksuit bottoms

No grey items

Our uniform and PE kit can be purchased from:

Crested Schoolwear (Trutex), 14a Cleveland Street, Wolverhampton WV1 3HH
Tel No: 01902 593030 Website: crestedschoolwear.co.uk

Lads & Lasses, 4 Bilbrook Road, Bilbrook WV8 1EZ
Tel: 01902 846262 Website: Bradspports.com

MOBILE PHONE AND ELECTRONIC GAMES POLICY

Pupil's name: _____

- We discourage the presence of mobile phones in Codsall Middle School and do not accept responsibility for damage or loss of them.
- If your parent(s) feel it is necessary for you to have a mobile phone with you, it must be turned off as soon as you come onto the school site and can only be turned on again once you are off the school site. It must be handed in during form time in the morning and collected at the end of the day.
- The phone must have your name on it and must have a robust protective case.
- Should you not comply with this and you are found with a phone (on or off) it will be confiscated and your parents will need to collect it. You may be banned from bringing one again indefinitely.
- MP3 players, electronic games, smart watches etc should not be brought into school. We do not accept responsibility for any of these devices.

I agree to the above conditions:

Pupil: _____ Parent: _____

USE OF LOCKERS

Each child is issued with a locker to store their books and equipment safely. Pupils will be charged if they damage their locker. Pupils are asked to use the lockers with care and clean out the locker regularly, particularly any foodstuff stored in lunchboxes etc.

Pupils have access to lockers at the start of the day / break-time / lunchtime and at 3.15pm. Pupils should not go to their lockers at any other time.

Pupils should not share lockers and only use the locker that has been allocated to them. Any problems with lockers should be reported to a Pastoral Support Assistant.

Lockers should be locked at all times. This is for the safety of their equipment and belongings and the health and safety of all.

BEHAVIOUR SCORES

Our behaviour expectations of all pupils is to be considerate and responsible.

It will be assumed that all pupils will meet the expectations of the teacher therefore will start the lesson on a 2. The number will change if the pupil displays behaviours which impact upon learning during each lesson.

3 - has exceeded the expectations of the teacher.

2 - has met the expectations of the teacher.

1 - has displayed 'off task behaviours'.

0 - persistent poor behaviour that is disrupting the learning of others.

Form tutors will monitor points achieved on a daily basis and children will be rewarded for positive behaviour.

Behaviour points can also be issued at any point of the school day.

Pupils are expected to achieve a minimum of 10 points in a day. If this target is not met the form tutor will apply the appropriate actions at the end of the day.

Appropriate Actions:

- ☐ Move seat within the classroom
- ☐ Teacher to talk to pupil
- ☐ Pupil asked to have 5 minutes out of the classroom
- ☐ Restorative conversation with relevant member of staff
- ☐ Break/lunch/after school detention
- ☐ Community circles to resolve issues

Where possible sanctions will be issued and carried out on the same day.

However, parents will be notified if an after school detention is deemed necessary on the same day.

THE 3 RS OF BEING AN EFFECTIVE LEARNER AT CODSALL MIDDLE SCHOOL

Use the bullet points below to help you develop the characteristics of an effective learner.

I am a RESPONSIBLE learner:

- ✓ I am in charge of improving myself.
- ✓ I respect my learning and I respect that others have the right to learn.
- ✓ I am not distracted when I'm learning and do not stop others from learning.
- ✓ I pay close attention to the detail in my work and only offer my very best.
- ✓ I know where to look to find help when I'm struggling in my learning.
- ✓ I am part of a community at CMS and I give back to my community by being a brilliant citizen.

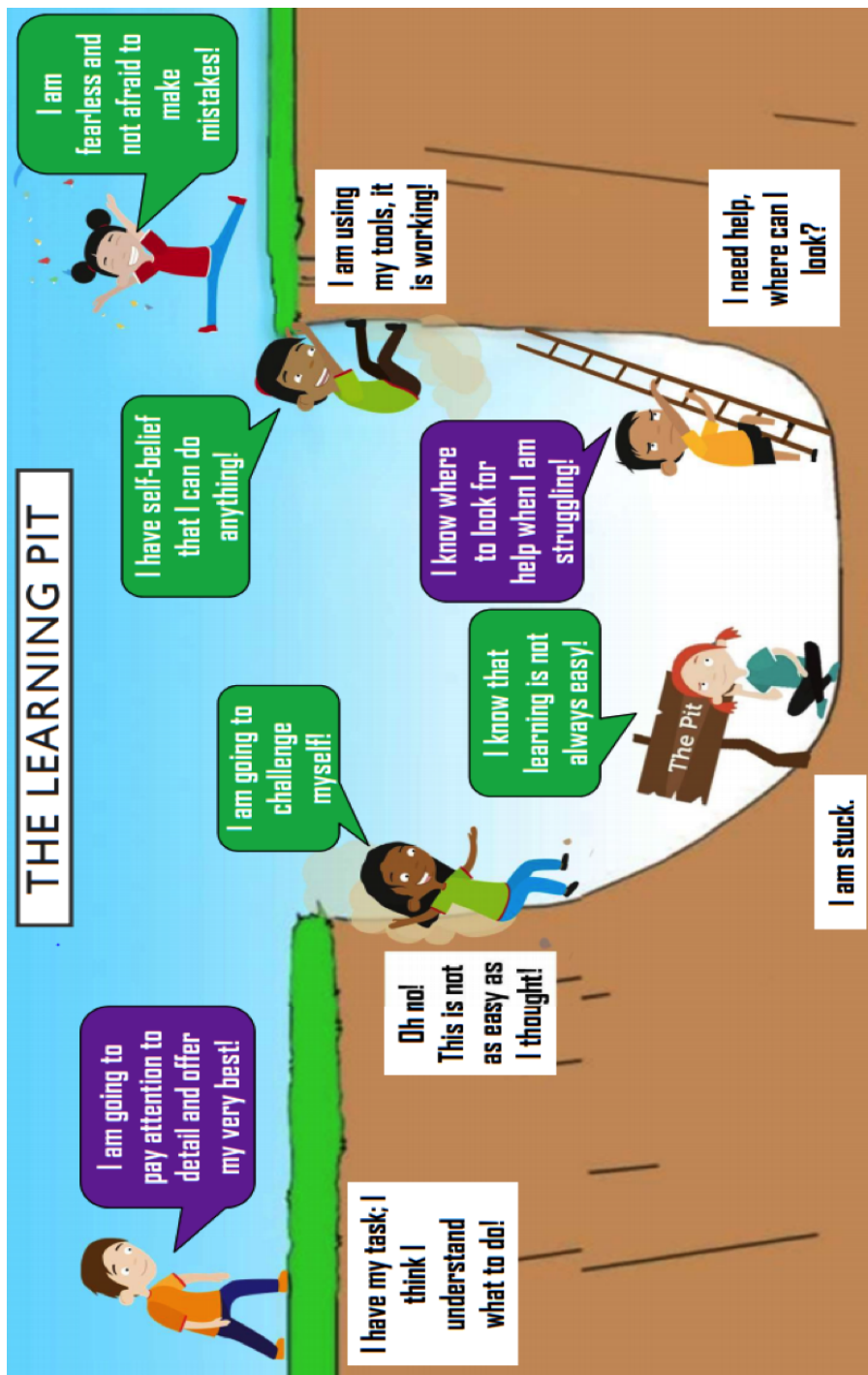
I am a RESILIENT learner:

- ✓ I am fearless and am not afraid to make mistakes; I know that I am learning from them.
- ✓ I always challenge myself and understand that learning is not always easy.
- ✓ I know that learning involves lots of practice.
- ✓ I have strategies to use when I am stuck.
- ✓ I have the self-belief that I can do anything if I try and practise.

I am a REFLECTIVE learner:

- ✓ I use the feedback that I am given to improve.
- ✓ I make connections between my learning in different subjects and different years.
- ✓ I look back on what I have learnt and ask questions to extend my learning.
- ✓ I know my learning goals and what my next steps are to improve my learning.
- ✓ I think about how I can improve my work without an adult's help.

THE LEARNING PIT



ABSENCE REQUIRING AUTHORISATION

Your child has unauthorised absence on the following dates.

Please provide a brief reason and sign.

[illegible]

ATTENDANCE

Attendance at school is essential if you are going to achieve your potential.

Your attendance should be a minimum of 95% for the whole year.

In the section below you can record your attendance for the year and set targets with your tutor to keep you on track.

My attendance for the last academic year was _____

My attendance target for this academic year is _____

My targets and actual achieved attendance for this academic year in half year blocks are:

Half Term Blocks	My Attendance Target	My Achieved Attendance
Autumn 1	100%	
Autumn 2	100%	
Spring 1	100%	
Spring 2	100%	
Summer 1	100%	
Summer 2	100%	

Bronze attendance pin achieved: _____

Silver attendance pin achieved: _____

Gold attendance pin achieved: _____

LEAVE OF ABSENCE

On 1st September 2013 a new law came into effect with regard to authorised holidays for pupils' during term time. Headteachers are unable to authorise holidays for children during term time. We do understand that the cost of holidays and sometimes employment dictates when families can take holidays however there is a standard approach by all schools in England to the unauthorisation of holidays in term. When there are very exceptional circumstances (please note these will be very rarely granted) we will consult the published government guidance. In very rare instances where a situation may be deemed to be exceptional, we will consult the Staffordshire guidance for clarification.

All requests must be put in writing to the Headteacher well in advance of the time requested.

CODSALL MIDDLE SCHOOL
2021 - 2022

HOME - SCHOOL
COMMUNICATION LOG

HOME/SCHOOL COMMUNICATION

Date: _____

Message:

Parent/Carer	Form Tutor
Signature:	Signature:

HOME/SCHOOL COMMUNICATION

Date: _____

Message:

Parent/Carer	Form Tutor
Signature:	Signature:

HOME/SCHOOL COMMUNICATION

Date: _____

Message:

Parent/Carer	Form Tutor
Signature:	Signature:

HOME/SCHOOL COMMUNICATION

Date: _____

Message:

Parent/Carer	Form Tutor
Signature:	Signature:

HOME/SCHOOL COMMUNICATION

Date: _____

Message:

Parent/Carer	Form Tutor
Signature:	Signature:

HOME/SCHOOL COMMUNICATION

Date: _____

Message:

Parent/Carer	Form Tutor
Signature:	Signature:

HOME/SCHOOL COMMUNICATION

Date: _____

Message:

Parent/Carer	Form Tutor
Signature:	Signature:

HOME/SCHOOL COMMUNICATION

Date: _____

Message:

Parent/Carer	Form Tutor
Signature:	Signature:

HOME/SCHOOL COMMUNICATION

Date: _____

Message:

Parent/Carer	Form Tutor
Signature:	Signature:

HOME/SCHOOL COMMUNICATION

Date: _____

Message:

Parent/Carer	Form Tutor
Signature:	Signature:

HOME/SCHOOL COMMUNICATION

Date: _____

Message:

Parent/Carer	Form Tutor
Signature:	Signature:

HOME/SCHOOL COMMUNICATION

Date: _____

Message:

Parent/Carer	Form Tutor
Signature:	Signature:

HOME/SCHOOL COMMUNICATION

Date: _____

Message:

Parent/Carer	Form Tutor
Signature:	Signature:

HOME/SCHOOL COMMUNICATION

Date: _____

Message:

Parent/Carer	Form Tutor
Signature:	Signature:

HOME/SCHOOL COMMUNICATION

Date: _____

Message:

Parent/Carer	Form Tutor
Signature:	Signature:

HOME/SCHOOL COMMUNICATION

Date: _____

Message:

Parent/Carer	Form Tutor
Signature:	Signature:

HOME/SCHOOL COMMUNICATION

Date: _____

Message:

Parent/Carer	Form Tutor
Signature:	Signature:

HOME/SCHOOL COMMUNICATION

Date: _____

Message:

Parent/Carer	Form Tutor
Signature:	Signature:

HOME/SCHOOL COMMUNICATION

Date: _____

Message:

Parent/Carer	Form Tutor
Signature:	Signature:

HOME/SCHOOL COMMUNICATION

Date: _____

Message:

Parent/Carer	Form Tutor
Signature:	Signature:

HOME/SCHOOL COMMUNICATION

Date: _____

Message:

Parent/Carer	Form Tutor
Signature:	Signature:

HOME/SCHOOL COMMUNICATION

Date: _____

Message:

Parent/Carer	Form Tutor
Signature:	Signature:

HOME/SCHOOL COMMUNICATION

Date: _____

Message:

Parent/Carer	Form Tutor
Signature:	Signature:

HOME/SCHOOL COMMUNICATION

Date: _____

Message:

Parent/Carer	Form Tutor
Signature:	Signature:

HOME/SCHOOL COMMUNICATION

Date: _____

Message:

Parent/Carer	Form Tutor
Signature:	Signature:

HOME/SCHOOL COMMUNICATION

Date: _____

Message:

Parent/Carer	Form Tutor
Signature:	Signature:

HOME/SCHOOL COMMUNICATION

Date: _____

Message:

Parent/Carer	Form Tutor
Signature:	Signature:

HOME/SCHOOL COMMUNICATION

Date: _____

Message:

Parent/Carer	Form Tutor
Signature:	Signature:

HOME/SCHOOL COMMUNICATION

Date: _____

Message:

Parent/Carer	Form Tutor
Signature:	Signature:

HOME/SCHOOL COMMUNICATION

Date: _____

Message:

Parent/Carer	Form Tutor
Signature:	Signature:

HOME/SCHOOL COMMUNICATION

Date: _____

Message:

Parent/Carer	Form Tutor
Signature:	Signature:

HOME/SCHOOL COMMUNICATION

Date: _____

Message:

Parent/Carer	Form Tutor
Signature:	Signature:

HOME/SCHOOL COMMUNICATION

Date: _____

Message:

Parent/Carer	Form Tutor
Signature:	Signature:

HOME/SCHOOL COMMUNICATION

Date: _____

Message:

Parent/Carer	Form Tutor
Signature:	Signature:

HOME/SCHOOL COMMUNICATION

Date: _____

Message:

Parent/Carer	Form Tutor
Signature:	Signature:

HOME/SCHOOL COMMUNICATION

Date: _____

Message:

Parent/Carer	Form Tutor
Signature:	Signature:

HOME/SCHOOL COMMUNICATION

Date: _____

Message:

Parent/Carer	Form Tutor
Signature:	Signature:

HOME/SCHOOL COMMUNICATION

Date: _____

Message:

Parent/Carer	Form Tutor
Signature:	Signature:

HOME/SCHOOL COMMUNICATION

Date: _____

Message:

Parent/Carer	Form Tutor
Signature:	Signature:

HOME/SCHOOL COMMUNICATION

Date: _____

Message:

Parent/Carer	Form Tutor
Signature:	Signature:

KS2 YEARS 3&4 KEY VOCABULARY

accident(ally)	forward(s)	possible
actual(ly)	fruit	potatoes
address	grammar	pressure
answer	group	probably
appear	guide	promise
arrive	guard	purpose
believe	heard	quarter
bicycle	heart	question
breath	height	recent
breathe	history	regular
build	imagine	reign
busy/business	increase	remember
calendar	important	sentence
caught	interest	separate
centre	island	special
century	knowledge	straight
certain	learn	strange
circle	length	strength
complete	library	suppose
consider	material	surprise
continue	medicine	therefore
decide	mention	though/although
describe	minute	thought
difficult	natural	through
disappear	naughty	various
early	notice	weight
earth	occasion(ally)	woman/women
eight/eighth	often	
enough	opposite	
exercise	ordinary	
experience	particular	
experiment	peculiar	
extreme	perhaps	
famous	popular	
favourite	position	
February	possess(ion)	

KS2 YEARS 5&6 KEY VOCABULARY

accommodate	especially	programme
accompany	exaggerate	pronunciation
according	excellent	queue
achieve	existence	recognise
aggressive	explanation	recommend
amateur	familiar	relevant
ancient	foreign	restaurant
apparent	forty	rhyme
appreciate	frequently	rhythm
attached	government	sacrifice
available	guarantee	secretary
average	harass	shoulder
awkward	hindrance	signature
bargain	identity	sincere(ly)
bruise	immediate(ly)	soldier
category	individual	stomach
cemetery	interfere	sufficient
committee	interrupt	suggest
communicate	language	symbol
community	leisure	system
competition	lightning	temperature
conscience	marvellous	thorough
conscious	mischievous	twelfth
controversy	muscle	variety
convenience	necessary	vegetable
correspond	neighbour	vehicle
criticise	nuisance	yacht
curiosity	occupy	
definite	occur	
desperate	opportunity	
determined	parliament	
developed	persuade	
dictionary	physical	
disastrous	prejudice	
embarrass	privilege	
equip(-ped, -ment)	profession	

WORDS TO TALK ABOUT LANGUAGE

The following terms will help you understand and discuss the skills you use in your reading and writing.

NOUNS are **naming** words.

We use a **noun** to name a person, place, thing or feeling.
Eg. woman, village, Leeds, chair, sadness.

NOUN PHRASES are **phrases** which have a **noun** as their head word.
Eg. **Adult foxes** can jump. **Almost all healthy foxes in this area** can jump.

PRONOUNS are used instead of nouns. Eg. **he** reads, **it** was blue.

ADJECTIVES are describing words.

We use an **adjective** to describe a noun or pronoun. Eg. the **tall** boy, the **happy** dog, he was **sad**.

INFINITIVES are basic forms of a verb used as the head word in a dictionary. Eg. **to walk**, **to be**.

VERBS are doing words.

We use **verbs** to name actions. Eg. he **ran**, the bus **stopped**, the girl **thinks**.

ADVERBS are words that tell you more about a verb. Eg. she walks **quickly**, he will go **soon**.

FRONTED ADVERBIALS are placed at the start of a sentence.
Eg. **Before I go to sleep**, I brush my teeth.

WORDS TO TALK ABOUT LANGUAGE cont ...

ADVERBIALS are words or phrases that modify a verb or clause.
Eg. The bus leaves **in five minutes**.

CONJUNCTIONS are words or phrases used to join ideas together.
Eg. Adding: **additionally, also, in addition, and**. Time: **next, first, firstly, finally**.

Opposition: **on the other hand, however, but**. Cause: **because, due to**.

PREPOSITIONS are words that link a following noun, pronoun or noun phrase to some other word in the sentence. Prepositions often describe locations or directions, but can also describe time. Eg. **at, in, over, on, before, since**.

DETERMINERS are words which reference a noun in some way. They include: articles (eg. the, a or an), demonstratives (eg. this, those) possessives (eg. my, your) and quantifiers (eg. some, every).
Eg. **a new car, that new car, his new car**.

ACTIVE/PASSIVE VOICE

An **active verb** has its usual pattern of subject and object. Eg. the school arranged a visit. A **passive verb** places the emphasis on the object rather than the subject.
Eg. a visit was arranged by the school.

PUNCTUATION

When you write, it is punctuation that helps you to make the meaning clearer. Reading your work aloud, to see how your voice pauses or falls, will help you to find where punctuation is needed.

. FULL STOP

Used to show the end of a sentence.

? QUESTION MARK

Used instead of a full stop when the sentence asks a question.

! EXCLAMATION MARK

Used instead of a full stop to show surprise, anger or pleasure.

, COMMA

Used to show a pause in a sentence, or between items in a list.

' APOSTROPHE

Use apostrophes where letters have been omitted, or to indicate possession. Eg. I'll (I will), wouldn't (would not), that is the dog's blanket.

“” INVERTED COMMAS

Inverted commas are put around words that are spoken
E.g. “Here you are!” he said, “I wondered what had happened to you.”

... ELLIPSIS

These dots show a pause or interruption.

; SEMI-COLON

Use a semi-colon to connect independent clauses in a compound sentence. E.g. there were too many eggs in the mixture; the cake was bound to sink.

: COLON

Use a colon before a list of items or an explanation or example.
E.g. I bought these items today: onions, tomatoes, peppers and potatoes. Here is a reason why: I am going to prepare a stew and need a range of vegetables.

TRICKS TO VARY THE START OF SENTENCES

TRICK 1: Add an adverb (-ly word) at the beginning.

Eg. Slowly, the man walked down the road.
Carefully, I placed the shell back on the beach.

Or an adverbial phrase (says how, when or where
the action is done).

Eg. quick as a flash, the man ran down the road.
To their surprise, the hotel was closed when they arrived.

TRICK 2: Add prepositional phrases at the beginning.

A preposition is a connecting word that 'positions' objects
(in, under, over, by, through).

Eg. on the other side of the bridge, the field was lush and green.

As they arrived, the man walked down the street.

TRICK 3: Start your sentence with an -ing word.

Eg. fighting back her tears, she walked away from the house.

Running for his life, Jack finally escape.

TRICK 4: Start your sentence with an -ed word.

Eg. horrified by what she had seen, the woman walked away from
the house.

Disappointed and downhearted, they gave up.

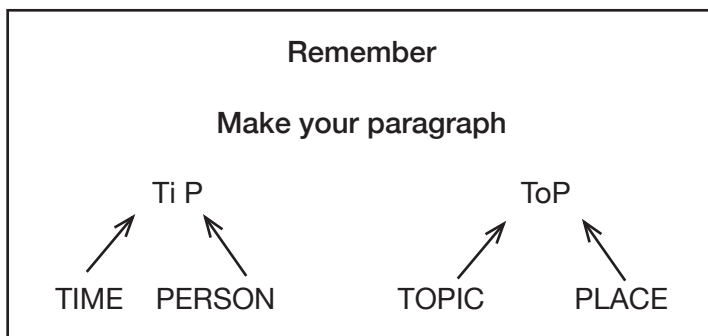
TRICK 5: Use a subordinating connective (although, because, where, if, when, after, since, even though).

Eg. although we enjoyed the daytrip, the journey
was long and tiring.

Because the window was left open, the burglar got in easily.

RULES OF PARAGRAPHS

- Change paragraph for a new or different speaker.
- Change paragraph when you move the story on in time.
- Change the paragraph when you change the setting.
- Change the paragraph if you change the subject.



A COLLECTION OF CONNECTIVES:

while

therefore

in addition

before

meanwhile

whereas

moreover

whenever

after

when

if

until

in case

because

since

FRENCH ACCENT ALT CODES FOR MICROSOFT WORD

ALT	+	ALT	+
à	133	À	0192
â	131	Â	0194
ä	132	Ä	142
æ	145	Æ	146
ç	135	Ç	128
é	130	É	144
è	138	È	0200
ê	136	Ê	0202
ë	137	Ë	0203
î	140	Î	0206
ï	139	Ï	0207
ô	147	Ô	0212
oe	0156	OE	0140
ù	151	Ù	0217
û	150	Û	0219
ü	129	Ü	154



TIME ZONES

The world is divided into twenty-four Standard Time Zones based on 15° intervals of longitude.



© Bartholomew Ltd



The clocks below give the times observed at different parts of the world when it is 12 noon in the zone at the Greenwich Meridian (0° longitude).



LABORATORY RULES

- Do not enter the laboratory unless told to do so by a teacher.
- Please do not touch any equipment or materials unless told do so by a teacher.
- You must wear GOGGLES when told to do so and keep them on until you have finished your experiment.
- When you are using a BUNSEN BURNER, make sure that hair, loose clothing, ties, etc. are tied back or tucked in to keep them well away from the flame.
- When working with liquids, ALWAYS STAND UP, NEVER SIT. This will enable you to move out of the way very quickly if there is a spill.
- NEVER TASTE ANYTHING or put anything in your mouth when in the laboratory. This includes sweets, fingers and pencils that could have been contaminated.
- DO NOT DRINK WATER FROM THE TAPS IN THE LABORATORY, IT IS NOT DRINKING WATER.
- If any chemicals get onto your hands or any other part of the body, wash them off. WASH YOUR HANDS after doing practical work.
- PLEASE REPORT ANY ACCIDENTS TO THE TEACHER.
- Put solid waste in the right bin, never in the sink. All broken glass should be put into the bin provided.
- Keep your bench clean and tidy, with bags pushed out of the way underneath desks. Wipe up small splashes with a damp cloth or paper towel.

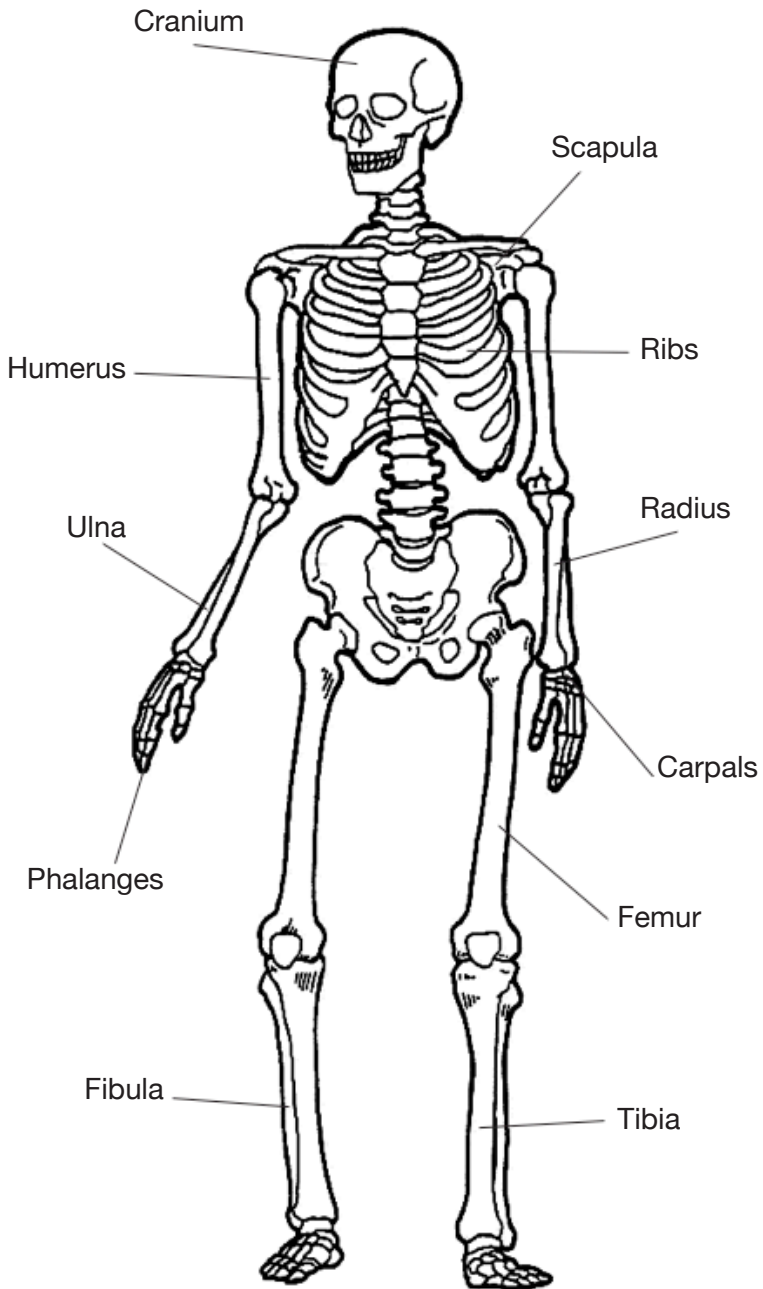


THE PERIODIC TABLE

Atomic Number	Symbol	Name	Atomic Mass
1	H	Hydrogen	1.008
2	He	Helium	4.003
3	Li	Lithium	6.941
4	Be	Beryllium	9.012
5	B	Boron	10.811
6	C	Carbon	12.011
7	N	Nitrogen	14.007
8	O	Oxygen	15.999
9	F	Fluorine	18.998
10	Ne	Neon	20.180
11	Na	Sodium	22.990
12	Mg	Magnesium	24.305
13	Al	Aluminum	26.982
14	Si	Silicon	28.086
15	P	Phosphorus	30.974
16	S	Sulfur	32.065
17	Cl	Chlorine	35.453
18	Ar	Argon	39.948
19	K	Potassium	39.098
20	Ca	Calcium	40.078
21	Sc	Scandium	44.956
22	Ti	Titanium	47.867
23	V	Vanadium	50.942
24	Cr	Chromium	51.996
25	Mn	Manganese	54.938
26	Fe	Iron	55.845
27	Co	Cobalt	58.933
28	Ni	Nickel	58.693
29	Cu	Copper	63.546
30	Zn	Zinc	65.38
31	Ga	Gallium	69.723
32	Ge	Germanium	72.631
33	As	Arsenic	74.922
34	Se	Selenium	78.972
35	Br	Bromine	79.904
36	Kr	Krypton	83.796
37	Rb	Rubidium	85.468
38	Sr	Strontium	87.62
39	Y	Yttrium	88.906
40	Zr	Zirconium	91.224
41	Nb	Niobium	92.906
42	Mo	Molybdenum	95.95
43	Tc	Technetium	98.907
44	Ru	Ruthenium	101.07
45	Rh	Rhodium	102.906
46	Pd	Palladium	106.42
47	Ag	Silver	107.868
48	Cd	Cadmium	112.411
49	In	Indium	114.818
50	Sn	Tin	118.710
51	Sb	Antimony	121.760
52	Te	Tellurium	127.6
53	I	Iodine	126.904
54	Xe	Xenon	131.294
55	Cs	Cesium	132.905
56	Ba	Barium	137.328
57-71			
72	Hf	Hafnium	178.49
73	Ta	Tantalum	180.948
74	W	Tungsten	183.84
75	Re	Rhenium	186.207
76	Os	Osmium	190.23
77	Ir	Iridium	192.22
78	Pt	Platinum	195.085
79	Au	Gold	196.967
80	Hg	Mercury	200.592
81	Tl	Thallium	204.383
82	Pb	Lead	207.2
83	Bi	Bismuth	208.980
84	Po	Polonium	209
85	At	Astatine	210
86	Rn	Radon	222
87	Fr	Francium	223
88	Ra	Radium	226
89-103			
104	Rf	Rutherfordium	261
105	Db	Dubnium	262
106	Sg	Seaborgium	266
107	Bh	Bohrium	264
108	Hs	Hassium	277
109	Mt	Mitnium	268
110	Ds	Darmstadtium	271
111	Rg	Roentgenium	280
112	Cn	Copernicium	285
113	Nh	Nihonium	286
114	Fl	Flerovium	289
115	Mc	Moscovium	288
116	Lv	Livermorium	293
117	Ts	Tennesse	294
118	Og	Oganesson	294
119			
120			
121			
122			
123			
124			
125			
126			
127			
128			
129			
130			
131			
132			
133			
134			
135			
136			
137			
138			
139			
140			
141			
142			
143			
144			
145			
146			
147			
148			
149			
150			
151			
152			
153			
154			
155			
156			
157			
158	La	Lanthanum	138.905
59	Ce	Cerium	140.116
60	Pr	Praseodymium	140.908
61	Nd	Neodymium	144.242
62	Pm	Promethium	144.913
63	Sm	Samarium	150.36
64	Gd	Gadolinium	157.25
65	Tb	Terbium	158.925
66	Dy	Dysprosium	162.500
67	Ho	Holmium	164.930
68	Er	Erbium	167.259
69	Tm	Thulium	168.934
70	Yb	Ytterbium	173.055
71	Lu	Lutetium	174.967
72			
73			
74			
75			
76			
77			
78			
79			
80			
81			
82			
83			
84			
85			
86			
87			
88			
89	Ac	Actinium	227.028
90	Th	Thorium	232.038
91	Pa	Protactinium	231.036
92	U	Uranium	238.029
93	Np	Neptunium	237.048
94	Pu	Plutonium	244.064
95	Am	Americium	243.061
96	Cm	Curium	247.070
97	Bk	Berkelium	247.070
98	Cf	Californium	251.080
99	Es	Einsteinium	252
100	Fm	Fermium	257
101	Md	Mendelevium	258
102	No	Nobelium	259
103	Lr	Lawrencium	262

Alkali Metal	Alkaline Earth	Transition Metal	Basic Metal	Semimetal	Nonmetal	Halogen	Noble Gas	Lanthanide	Actinide
--------------	----------------	------------------	-------------	-----------	----------	---------	-----------	------------	----------

PHYSICAL EDUCATION / SCIENCE



MUSICAL ELEMENTS

Pitch – High / Low

Texture – Layers (thick/thin)

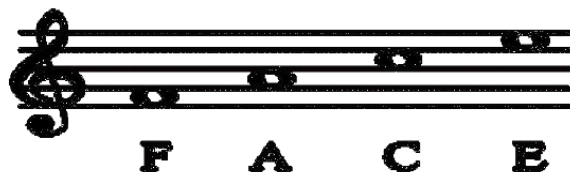
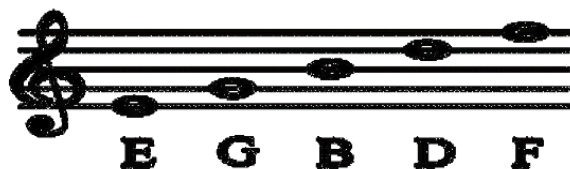
Tempo – Fast / Slow

Timbre – Instrument Sounds

Duration – Long / Short

Dynamics – Loud / Quiet

Structure – Order of Sections



SYMBOLS USED IN MATHS

Symbol	This means	
+	Plus, add and addition	Sum of, more than, increase
-	Minus, take away, subtract subtraction	Decrease, difference, less than
x	Times, multiply, multiplication	Square, power of, product of
÷	Divide, division split, share	Give, how many
=	Equals, total answer is	Is, means, will be

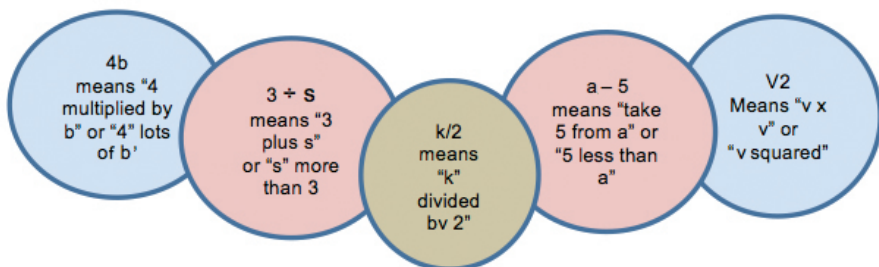
MATHEMATICS TABLES

A Conversion Table		
Percentage	Fraction	Decimal
100%	1	1
75%	3/4	0.75
66.66%	2/3	0.66
50%	1/2	0.50
33.33 %	1/3	0.33
25%	1/4	0.25
20%	1/5	0.20
12.5%	1/8	0.125
10%	1/10	0.10
5%	1/20	0.05

Multiplication Tables 1 - 12													
X	1	2	3	4	5	6	7	8	9	10	11	12	
1	1	2	3	4	5	6	7	8	9	10	11	12	
2	2	4	6	8	10	12	14	16	18	20	22	24	
3	3	6	9	12	15	18	21	24	27	30	33	36	
4	4	8	12	16	20	24	28	32	36	40	44	48	
5	5	10	15	20	25	30	35	40	45	50	55	60	
6	6	12	18	24	30	36	42	48	54	60	66	72	
7	7	14	21	28	35	42	49	56	63	70	77	84	
8	8	16	24	32	40	48	56	64	72	80	88	96	
9	9	18	27	36	45	54	63	72	81	90	99	108	
10	10	20	30	40	50	60	70	80	90	100	110	120	
11	11	22	33	44	55	66	77	88	99	110	121	132	
12	12	24	36	48	60	72	84	96	108	120	132	144	

No.	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25
Square	1	4	9	16	25	36	49	64	81	100	121	144	169	196	225	256	289	324	361	400	441	484	529	576	625
Cube	1	8	27	64	125	216	343	512	729	1000	1331	1728	2197	2744	3375	4096	4913	5832	6859	8000	9261	10648	12167	13824	15625

ALGEBRA



Simplifying by collecting like terms
Eg $3a + 4b - 2a + b - 3c$

Circle the first type of like terms - collect them together

$$= 3a + 4b + - 2a + b - 3c$$

$$= 3a - 2a + 4b + b - 3c$$

Under the next set of like terms – collect them together

$$= 3a - 2a + 4b + b - 3c$$

$$= \underline{a} + 5b - 3c$$

Continue and tidy up

$$= \underline{a} + 5b - 3c$$

Indices (powers)

p^2 means $p \times p$

p^3 means $p \times p \times p$

p^n means $p \times p \times \dots \times p$ (in times)

$p^1 = p$

$p^0 = 1$

p^{-n} means $1/p^n$

eg $3^{-2} = 1/3^2 = 1/9^2$

$p^{1/n}$ means $n\sqrt{p}$

eg $27^{1/3} = 3\sqrt{27} = 3$

Simplifying expressions

Deal with the digits and then with the indices!

Eg $6a^2b \times 3ab^3$

$$= 6 \times 3 \times a^2 \times a \times b \times b^3$$

$$= 18 \times a^{(2+1)} \times b^{(1+3)}$$

$$= 18a^3b^4$$

Eg. $6a^2b \div 3ab^3$

$$= 6 \div 3 \times a^2 \div a \times b \div b^3$$

$$= 2 \times a^{(2-1)} \times b^{(1-3)}$$

$$= 2ab^{-2}$$

Common mistake

$a^2 = a \times a$ and $2a = 2 \times a$

So

$a^2 + 2a$ cannot be simplified further as a^2 is not like a !


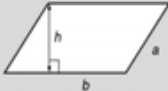

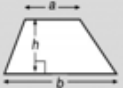
Rules of indices





$$a^x \times a^y = a^{x+y}$$




$$a^x \div a^y = a^{x-y}$$

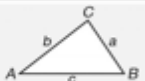
$$(a^x)^y = a^{xy}$$

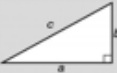

NEED TO KNOW MATHS FORMULAE FOR KS2 AND KS3


Areas	
Rectangle = $l \times w$	
Parallelogram = $b \times h$	
Triangle = $\frac{1}{2} b \times h$	
Trapezium = $\frac{1}{2}(a + b)h$	

Volumes	
Cuboid = $l \times w \times h$	
Prism = area of cross section \times length	
Cylinder = $\pi r^2 h$	
Pyramid = $\frac{1}{3} \times$ area of base $\times h$	

Compound measures	
Speed speed = $\frac{\text{distance}}{\text{time}}$	
Density density = $\frac{\text{mass}}{\text{volume}}$	
Pressure pressure = $\frac{\text{force}}{\text{area}}$	

Trigonometric formulae	
Sine Rule $\frac{a}{\sin A} = \frac{b}{\sin B} = \frac{c}{\sin C}$	
Cosine Rule $a^2 = b^2 + c^2 - 2bc \cos A$	
Area of triangle = $\frac{1}{2} ab \sin C$	

Pythagoras	
Pythagoras' Theorem For a right-angled triangle, $a^2 + b^2 = c^2$	
Trigonometric ratios (new to F) $\sin x^\circ = \frac{\text{opp}}{\text{hyp}}$, $\cos x^\circ = \frac{\text{adj}}{\text{hyp}}$, $\tan x^\circ = \frac{\text{opp}}{\text{adj}}$	

Circles	
Circumference = $\pi \times \text{diameter}$, $C = \pi d$	
Circumference = $2 \times \pi \times \text{radius}$, $C = 2\pi r$	
Area of a circle = $\pi \times \text{radius squared}$, $A = \pi r^2$	

CONVERSIONS

Metric and Imperial Units

10 millimetres (mm) = 1 centimeter (cm)

100 cm = 1 metre

100 m = 1 kilometer (km)

1000 milligrams (mg) = 1 gram (g)

1000 g = 1 kilogram (kg)

1000 kg = 1 tonne

1000 cubic cm (cm³,cc) = 1 litre (l)

1000 millilitres (ml) = 1 litre

100 centilitres (cl) = 1 litre

1 foot = 12 inches (in)

1 yard = 3 feet (ft)

1 gallon = 8 pints (pt)

1 ton = 2240 pounds (lb)

1 stone = 14 pounds (lb)

1 pound = 16 ounces (oz)

Approximate conversions

1 oz = 25 g

1 kg = 2.2 lb

1 m = 1.1 yards

1 litre = 1.75 pints

1 in = 2.5 cm

1 gall = 4.5 litres

1 ft = 30 cm

1 tonne = 1 ton

1 mile = 1.6 km (or 5 miles = 8km)

IMPORTANT MATHEMATICAL KNOWLEDGE

Ten Important Table Facts

$6 \times 6 = 36$

$7 \times 7 = 49$

$9 \times 8 = 72$

$7 \times 6 = 42$

$8 \times 7 = 56$

$9 \times 9 = 81$

$8 \times 6 = 48$

$9 \times 7 = 63$

$9 \times 6 = 54$

$8 \times 8 = 64$

Important Fractions, Decimals and Percentages

PERCENT	DECIMAL	FRACTION	WORDS
1%	0.01	1/100	one hundredth
5%	0.05	1/20	one twentieth
10%	0.1	1/10	one tenth
20%	0.2	1/5	one fifth
25%	0.25	1/4	one quarter
12.50%	0.125	1/8	one eighth
50%	0.5	1/2	one half
75%	0.75	3/4	three quarters
100%	1	1/1	one whole

Types of Number

Squares 1, 4, 9, 16, 25, 36, 49, 64, 81

Cubes 1, 8, 27, 64, 125

Primes Any number with exactly two factors one of which is one.

Examples 2, 3, 5, 7, 11, 13, 17, 19, 23

Factors The numbers which divide exactly into a given number giving whole number answers.

Examples Factors of 24 are 1, 2, 3, 4, 6, 8, 12, 24

Multiples These are the numbers in a given times table.

Examples Multiples of 7 are 7, 14, 21, 28, 35

Statistics

The Median is the middle number in an ordered list. The Mode is the result which occurs most often.

The Mean is the sum of the results divided by the number of results.

MERITS

1		28		55	
2		29		56	
3		30		57	
4		31		58	
5		32		59	
6		33		60	
7		34		61	
8		35		62	
9		36		63	
10		37		64	
11		38		65	
12		39		66	
13		40		67	
14		41		68	
15		42		69	
16		43		70	
17		44		71	
18		45		72	
19		46		73	
20		47		74	
21		48		75	
22		49		76	
23		50		77	
24		51		78	
25		52		79	
26		53		80	
27		54		81	

82		111		140	
83		112		141	
84		113		142	
85		114		143	
86		115		144	
87		116		145	
88		117		146	
89		118		147	
90		119		148	
91		120		149	
92		121		150	
93		122		151	
94		123		152	
95		124		153	
96		125		154	
97		126		155	
98		127		156	
99		128		157	
100		129		158	
101		130		159	
102		131		160	
103		132		161	
104		133		162	
105		134		163	
106		135		164	
107		136		165	
108		137		166	
109		138		167	
110		139		168	

169		198		227	
170		199		228	
171		200		229	
172		201		230	
173		202		231	
174		203		232	
175		204		234	
176		205		235	
177		206		236	
178		207		237	
179		208		238	
180		209		239	
181		210		240	
182		211		241	
183		212		242	
184		213		243	
185		214		244	
186		215		245	
187		216		246	
188		217		247	
189		218		248	
190		219		249	
191		220		250	
192		221		251	
193		222		252	
194		223		253	
195		224		254	
196		225		255	
197		226		256	

257		286		315	
258		287		316	
259		288		317	
260		289		318	
261		290		319	
262		291		320	
263		292		321	
264		293		322	
265		294		323	
266		295		324	
267		296		325	
268		297		326	
269		298		327	
270		299		328	
271		300		329	
272		301		330	
273		302		331	
274		303		332	
275		304		333	
276		305		334	
277		306		335	
278		307		336	
279		308		337	
280		309		338	
281		310		339	
282		311		340	
283		312		341	
284		313		342	
285		314		343	

344		373		402	
345		374		403	
346		375		404	
347		376		405	
348		377		406	
349		378		407	
350		379		408	
351		380		409	
352		381		410	
353		382		411	
354		383		412	
355		384		413	
356		385		414	
357		386		415	
358		387		416	
359		388		417	
360		389		418	
361		390		419	
362		391		420	
363		392		421	
364		393		422	
365		394		423	
366		395		424	
367		396		425	
368		397		426	
369		398		427	
370		399		428	
371		400		429	
372		401		430	



Values Passport



I AM in charge of
improving myself.

Responsible

I AM fearless and am
not afraid to make
mistakes; I know that I
am learning from them.

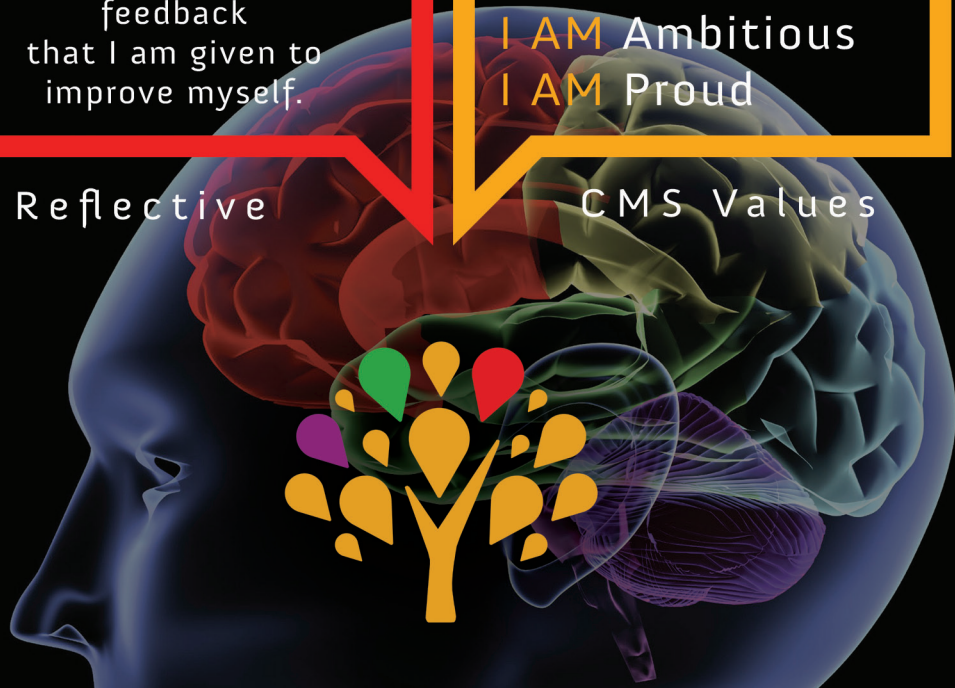
Resilient

I AM using the
feedback
that I am given to
improve myself.

Reflective

I AM Considerate
I AM Ambitious
I AM Proud

CMS Values



I am a pupil to be proud of

ALL ABOUT ME

<p>INTERESTING FACTS ABOUT ME...</p>	<p>MY FAMILY</p>
<p>MY INTERESTS...</p>	<p>MY HOPES AND GOALS FOR THIS YEAR ARE...</p>

To be completed in form by 1st October 2022

Values

How to become a CMS VIP

C	Considerate – display kindness and concern for others.
A	Ambitious – Show a strong determination to succeed.
P	Proud – A feeling of satisfaction derived from one's own achievements.

The aim is to achieve CMS Values in Progress (VIP) Bronze / Silver / Gold badges by the end of the year.

You can attempt a Gold Value at any point during the school year, but you will only get awarded your CMS VIP badge once all 10 tasks have been completed in Bronze, then Silver, then Gold. Only one badge can be achieved each term and Gold comes at the end of a successful year.

You can earn your CMS VIP badges by completing 10 achievements for each badge, these must come from at least 2 of our 3 school values (Considerate / Ambitious / Proud).

- They must have been agreed and identified within your form group, by your teacher and Leader of Achievement.
- The tasks will need to be signed off by your form tutor.
- You will need evidence (particularly for those achieved outside of school), of 10 tasks for Bronze 20 tasks for Silver and 30 tasks for Gold. i.e. individual sporting achievements, swimming certificate, Judo belts, team sporting achievements, badges or certificates from guides/scouts/cadets or evidence of service within our school or wider community.
- To achieve Gold you must also have a number of Leadership tasks recorded on page 77.

To progress from Bronze to Silver to Gold your achieved tasks will need to be different, more challenging and need greater personal participation to show your dedication to the task and the values.

Record of CMS VIP Achievement - Bronze

Number	Date completed	Task	Evidence seen i.e badge, certificate	Tutor / LOA / subject teacher signature
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

Bronze evidence verified and accepted as complete

Signed (form teacher)(date)

Record of CMS VIP Achievement - Silver

Number	Date completed	Task	Evidence seen i.e badge, certificate	Tutor / LOA / subject teacher signature
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Silver evidence verified and accepted as complete

Signed (form teacher)(date)

Record of CMS VIP Achievement - Gold

Number	Date completed	Task	Evidence seen i.e badge, certificate	Tutor / LOA / subject teacher signature
21				
22				
23				
24				
25				
26				
27				
28				
29				
30				

Gold evidence verified and accepted as complete

Signed (form teacher)(date)

LEADERSHIP QUALITIES

During each half term your target is to take part in at least one leadership activity within the school community.

This could include nominating yourself for roles which support your form or supporting others in lessons or around school. Examples could be leading group work, house representative, eco representative, school council, Fair Trade representative, champion, prefect, sports captain, subject ambassadors.

Some evidence of leadership must be shown to achieve **GOLD** VIP level.

Leadership type	How did it go? How did it make you feel?	Adult Sign off

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

a school to be proud of



www.codsallmiddleschool.com