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GREENSHAW
LEARNING TRUST



HOLMLEIGH PARK

HIGH SCHOOL





Dear Year 6 students, parents and carers,

Welcome to Holmleigh Park!

Your family should have already received a letter from me, welcoming your child to the school. I hope that they are as excited to join as we are to meet them!

We've put together this pack to give you some more information about starting. We've tried to limit it to only the key information so that there's not too much to take in at once, but you can find lots more information about the school on our website: www.hphigh.co.uk

There are a few key things you need to do in the next couple of months. We have sent this letter both electronically and by post. We recommend you view the electronic version as you will be able to click on the links below to go to the right form.

1. [Register](#) your full details with us by clicking here (see page 3)
2. [Give your consent](#) for us to register you on ParentPay, our cashless system (see page 4)
3. [Sign up](#) for our Parent Information Evening on the 30th June (see page 5)
4. Once your child has been allocated to a House, check they are ready to attend the right Induction Day (see page 5)
5. Make sure you've got the right uniform and equipment (see pages 6-9)

You may also want to:

6. Sign up for our additional school bus service (see page 10)
7. Sign up for peripatetic music lessons (see page 11)

Otherwise, the main thing is to enjoy the rest of Year 6 as much as possible. In the meantime, best wishes from all the staff and students at Holmleigh Park, and we're very much looking forward to welcoming your child!

Handwritten signature of Mr Farmbrough in blue ink.

Mr Farmbrough
Headteacher

Handwritten signature of Mr King in blue ink.

Mr King
Deputy Headteacher (Student Culture)



Registration

The single most important thing is that we have all the right information before your child starts with us. Please click [here](#) to complete our online registration form. This will take around 10-15 minutes.

As a school, our preferred method of contact with parents is via email. Please ensure when completing the Student Registration Form that you provide us with an up to date e-mail address so that we can keep in contact with you during the school year. It is also important that you keep us up to date with any changes to your home address, contact numbers and e-mail addresses so that we are able to contact you quickly should the need arise.

At the same time, we will be working closely with local primary schools, to make sure we have all the relevant information regarding your child. We also hope to visit all students within their primary schools to meet them in person.

Once we have all of the above information, we will then begin to finalise student timetables. We will let you know which tutor group they are in ahead of the induction days in July, and then hope to be able to send full timetables over the summer break so that students know exactly what lessons they will have when they start!

If you have any queries about this form, please email newstudents@hphigh.co.uk



ParentPay (our cashless system)

Holmleigh Park High School is a cashless school. We use [ParentPay](#) which you may be familiar with already, as many local primary schools use it.

Instead of paying for lunches with cash, your child will simply place their finger in the scanner and their identification will be verified. ParentPay can also be used by parents to pay for any trips, books etc which are purchased through the school.

If your child is entitled to Free School Meals, their daily allocation will automatically be credited to their account each day.

The information held is not a full fingerprint, and will not be used for any purpose other than ParentPay. Further information can be found on the ParentPay website.

If you do not wish your child's biometric information to be processed by us (or your child objects to such processing) we can issue them with a pin number which is verified with your child's name and photo at the canteen and food pod till points.

Please can you click [here](#) and complete the consent form. On this form, you will be able to indicate whether you would prefer for your child to use their fingerprint (recommended) or a PIN code.

We will be activating these accounts from June onwards. Once your account is activated, you will be able to:

- Top up canteen balances (you are also able to view what your child has purchased to eat).
- Pay for trip and visits
- Purchase revision guides
- Pay for additional music lessons

If you experience any problems with Parentpay, please contact our Finance Administrator, Ms Hutchinson at h.hutchinson@hphigh.co.uk



Parent and Student Induction

Parent Induction Evening (online)

We will be holding an induction evening for parents at 17:00 on Wednesday 30th June. Owing to current restrictions, this event will be virtual, and you will need to pre-register [here](#). There will be a presentation from Mr Farmbrough, Mr King, and the Head of Year 7, followed by an opportunity to ask any questions you may have.

Student Induction Days (In Person)

Assuming government guidelines allow us to, we will then hold in person Induction Days for students between **Tuesday 6th and Friday 9th July**. Students will attend one of the four days, depending on which House they are placed into (for more information on Houses, click [here](#)). We will confirm your child's house, along with which day your child should therefore attend, in June, once we've received the relevant information from primary schools.

Parent Tours

Owing to current restrictions, we're not yet able to invite parents in in large groups. However, we are more than happy to arrange individual tours for you. Please note that we will give initial priority to parents who haven't visited the school before. If you would like to arrange this, please email contact@hphigh.co.uk. In the meantime, there is a virtual tour available on our website.

Student Induction Residential

To help students settle in and become better accustomed with their new peers and staff, we are hoping to run a residential trip for all students at the start of the new academic year, but due to current restrictions, we're not yet able to confirm if this will go ahead. As soon as we are in a position to be able to arrange this trip, we will let you know.



Uniform List

We take great pride in our uniform, as we believe it sets the culture of our school – we have high standards for everything we do. For all Year 7-11 students, the uniform consists of:

- A school blazer*
- A plain, formal sky blue shirt. This can be long or short sleeved, and must be tucked in.
- Either tailored, plain black trousers or the school kilt*
- Formal and professional plain black shoes
- A school jumper (optional)*
- A school tie
- Socks must be plain black
- Tights (no leggings) should be plain black and unpatterned. White socks over tights are not permitted.
- During cold/wet weather, students are encouraged to wear an outside, waterproof coat for the journey to and from school and during break time and lunchtime if outside the school buildings. Please note that denim / leather jackets and hoodies are NOT permitted and such items will be confiscated if worn on site.

Items marked with a * must be purchased from our uniform shop, [Monkhouse](#). Full details can be found on their website.

To ensure that our high standards are maintained at all times, uniform and equipment are checked at the start of each day. Students who do not adhere to our policy may be sent to OSP until the matter has been resolved. To avoid this, we would be very grateful if you can review the information on the subsequent pages, particularly around shoes, trousers and appearances.

Modification to the uniform expectations will only be considered where a letter is provided from a medical professional on headed paper. Notes from parents will not be accepted for missing/forgotten items of uniform or medical dispensations .

Jewellery

The only jewellery which is acceptable is a wrist watch and one pair of small plain gold or silver stud earrings in the lobe of the ears. Any other form of jewellery is not allowed. Holmleigh Park does not allow facial piercings of any kind, including transparent piercing retainers. Students will be asked to remove any other piercings if they are visible. Failure to do so will result in the student spending the day in On Site Provision (OSP) where they will remain until any prohibited piercings are removed.

Hair

No extreme hairstyle or dyed hair is allowed, including dip-dyed. Hair is to be of natural colour and only one colour. This includes tramlines and other shaved patterns, Mohican or skinhead-type styles. Hair must be no shorter than grade 2. Students arriving in school with an unacceptable hairstyle (including lines shaved into eyebrows) will be sent to OSP. Male and female students with long hair must tie it back for PE, Technology and Science lessons. Students will remain in OSP until any prohibited hair styles are returned to acceptable styles.

Please note: please make informed decisions with your children with respect to piercings and hair styles that may be changed during school breaks – If a student arrives on their first day with prohibited styles or piercings they will not be permitted into lessons.

Make-Up

No make-up of any kind is to be worn by students. This includes foundation, lipstick, lip-gloss, mascara, blusher, eye shadow, eyeliner, brow liner and nail varnish (including false nails and false eyelashes). Students arriving in school wearing makeup, nail varnish or false nails will be asked to remove it. Failure to do so will result in the student being sent to OSP.

Trousers

Trousers must be plain black, and of a tailored / boot cut style. They must reach down to cover the shoe laces. Tight trousers, leggings, denim trousers, trousers which do not cover the ankle, trousers with visible zipped pockets etc will not be considered. The images below give some examples. If in doubt, keep the receipt and email us a picture – we'd be more than happy to advise!



Shoes

Shoes must be plain black and formal. They should be leather – or another material which can be polished. Trainers, sneakers, ankle boots, canvas shoes are not permitted. The images below give some examples – again, if in doubt, please don't hesitate to email us and ask!





PE Kit List

Boys PE Kit

HP High Rugby Shirt *
HP High Rugby Shorts or Skort *
HP High Socks *
HP High Polo Shirt *
Rugby or Football Boots
Trainers
Swimming shorts

Girls PE Kit

HP High Girls Polo *
HP High Shorts or Skort *
HP High Socks *
Trainers (*Rugby or Football boots optional*)
Swimming costume

Optional Items

HP High branded leggings *
HP High branded tracksuit bottoms *
HP High branded ¼ zip training top *
Mouth Guard (highly recommended)

Items indicated with a * must be purchased from [Monkhouse](#).

Please ensure that all items of sports kit are clearly and permanently named - either with indelible ink or name tapes.



Equipment List

All students are expected to carry their everyday equipment (PE kit, pencil case, books, etc.) in a bag of suitable size. Small handbags and boot bags are not suitable for everyday use; we recommend a rucksack.

Every student is expected to bring the following basic items of equipment for every lesson, every day:

- School bag
- Timetable
- 30cm ruler
- Pencil
- Pen (black or blue)
- Green pen
- Eraser
- Sharpener
- 360 protractor
- Compass
- Casio FX-83-GTX Scientific calculator (this can be purchased [here](#))
- Reading book
- Student planner (Provided by the school)
- A reading book – this can be borrowed from the school library.
- All of these should be kept in a clear pencil case for easy inspection

We ask that you obtain these items before the start of the school year. During the year, students are able to purchase replacements from our school shop, which is open from 08:20-08:30 each day.

Please note that Tippex/liquid paper is not permitted in school and must not be used in any school work.

Any textbooks, library books and specialised equipment will be issued on loan to students. We expect students to look after these, and they may be charged for any damage beyond reasonable wear and tear.



School Bus Service

Most students either walk to school, are dropped off, or take a public bus.

However, we recognise that Stagecoach bus routes do not cover all students, and therefore have contracted Tom Dix Travel, a reputable and long standing travel company in Gloucester, to provide an additional bus service.

Owing to GDPR, we are not able to pass your details to them, but if you would like to book a slot, please contact them directly on **07922651610** or via email on tjcdix@hotmail.co.uk. We have included the route below:

AM

0749: FINLAY ROAD OUTSIDE SHOPS
0751: FINLAY ROAD OUTSIDE FINLAY SCHOOL
0753: TREDWORTH ROAD, JUST BEFORE BRIDGE
0756: TREDWORTH ROAD, PAST HUXLEY ROAD
0800: SEYMOUR ROAD, OUTSIDE LETTING AGENTS
0802: SEYMOUR ROAD, OUTSIDE THE CO-OP

0820: ARRIVE AT HOLMLEIGH PARK

PM

1505: LEAVE HOLMLEIGH PARK

1515: SEYMOUR ROAD, OPPOSITE THE CO-OP
1517: SEYMOUR ROAD, OPPOSITE THE LETTING AGENT
1520: TREDWORTH ROAD, OUTSIDE TREDWORTH JUNIOR SCH
1523: TREDWORTH ROAD, JUST BEFORE HATHERLEY ROAD
1526: TREDWORTH ROAD, JUST AFTER BRIDGE
1528: FINLAY ROAD OUTSIDE ST ALDATES HALL
1530: FINLAY ROAD OPPOSITE THE SHOPS



Peripatetic Music Lessons

We are pleased to offer peripatetic music lessons in the following instruments:

- Singing – Pop, Musical, Theatre, Classical
- Guitar – Electric, Acoustic and Bass
- Piano / Keyboard
- Woodwind - Flute / Clarinet / Saxophone

These lessons are taught by specialist peripatetic teachers and all of the lessons need to be booked and paid for in advance – this enables us to book the required teaching hours for your child. Normally this will mean that the fees will need to be paid a term in advance.

If your child wishes to take up this opportunity, the cost of the tuition is as follows:

30 minute shared lessons (10 lessons)	£70.00 per term (Autumn/Spring/Summer)
30 minute individual lessons (10 lessons)	£140.00 per term (Autumn/Spring/Summer)

On receipt of your payment we will book your child's lessons for the following term. This will commit you to a full term of lessons, the times of which will be displayed in the Performing Arts Department each week.

If you would like to book lessons, please complete the online form [here](#) and return it to me. If you have any queries, or would like to find out more about music tuition for your child, please do not hesitate to contact Jane McLennett