



Parent/Carer Handbook

Taking you step-by-step through your child starting secondary school at Martin High School.



**MARTIN
HIGH SCHOOL**
Lionheart Educational Trust

Welcome

A very warm welcome to Martin High School

A purposeful, ambitious and welcoming learning community in which learners, staff and parents work together to ensure outstanding outcomes for our young people.

Martin High School seeks to give learners an outstanding educational experience. We are acutely aware that every young person gets 'one shot' at education and we must make it the very best for everyone. At Martin High School the goal for our learners is to gain rich and varied experiences that enable them to apply to the University or apprenticeship of their choice.

Our Vision and Values

We believe you will be impressed by our high expectations, quality of teaching, vibrant learning environment and our motivated learners.

Information

In this handbook, you will also find lots of useful information and the answers to some frequently asked questions. If you have any questions that are not answered, please contact the school office at info@martinhigh.org.uk and we will be happy to help!

We look forward to working in partnership with you and getting to know you and your child.

Key information



Times of the school day

- Start of the day: 8:40am
- Morning break: 10:50-11:05am
- Lunch break: 12:45pm-1:25pm
- End of day: 3:05pm

Communication with parents

Beehive: an online parent communication interface, Newsletter, Parent mail Postcards, Email, Phone, Face to face events.

Celebrating successes

We love celebrating the successes of our learners through various communication channels, including our Facebook page (@MartinHighSchoolAnstey) and our website (www.martinhigh.org.uk). Has your child achieved something special, like winning a competition, completing a fundraising goal, or volunteering in the community? Please share your stories and photos with Mr Hackett, Tim.hackett@martinhigh.org.uk. We may feature them in our newsletter, on social media, or in the local press.

Holidays

Whilst we discourage taking holiday or leave during term time, if you need to request a Leave of Absence for your child, please submit a written request to the Attendance Leader Mrs Thomas kate.thomas@martinhigh.org.uk using the form available on our website. We understand that sometimes exceptional circumstances arise, and we will consider these requests carefully.

Please note that we may ask for appropriate evidence to support your request. To ensure your child is not at a disadvantage, we kindly ask that you avoid scheduling absences before or during examination periods, as this leave will not be approved.

Food and drink

We offer a wide selection of food for breakfast, break, and lunchtimes. Our range includes:

- **Breakfast:** Our breakfast includes toast, flapjacks and fruit.
- **Lunch and Break:** An extensive range of hot and cold food, street food and salad bar is always available.

We cater to various dietary needs, including halal, gluten-free, vegan, and dairy-free options.

Learners can purchase food and drink with their ID cards, which can be topped up on Beehive (Find out more on page 7).

Learners can access food from the Snack Shack and the canteen. There are multiple benches around the campus for socialising and eating. Additionally, we have two undercover barns and open the main hall for table seating during lunch. Various classroom-based clubs are available where learners can eat while participating, such as Maths Club, Computer Club, Library, and Football in the sports hall

Pastoral support

Pastoral support is at the heart of everything we do at Martin High. We have an extensive pastoral team, starting with our tutor's who are a key point of contact each morning for all our learners. We also have pastoral managers who are non teaching and are located in the pastoral office on the main corridor, they are often out and about visiting lessons. Your Child's Head of year is another key person who can support your child pastorally and is located in the pastoral office between lessons.

Uniform

Learners in KS3 at Martin High School wear a uniform. Our uniform can be purchased from Stevensons - For any queries, please contact their customer service team at: customerservices@stevensons.co.uk

All learners are to wear the following:

- School Blazer or Logo School Jumper –It is to be worn to and from school and around school all day
- Tie & lanyard - They should be worn at all times.
- White Shirt – Formal in design and tucked into trousers/skirt at all times.
- Trousers – Black formal, traditional style school trousers. (They should not be – Skinny trousers, jeans or jean-style, leggings or tracksuit bottoms). Black tailored knee length shorts are allowed.
- Skirts – Black and pleated or flowing (no skin tight skirts- body con style) - 90 denier tights or plain black leggings must be worn under the skirt.
- Shoes/trainers – Plain black no white soles.

Learners PE Kit

- Martin High PE T-shirt- this must be worn by all learners
- Black joggers or black SPORTS leggings (If leggings are not sporty and/or see-through you will be asked to change into spare PE kit)
- Shorts may be worn for PE (Not Lycra or stretchy material and must not be fitted. No cycling shorts or Nike Pro)
- Trainers – Plain black no white soles.

If you wish to wear a jumper on PE days this can be:

- MHS sports jumper with the logo- this maybe worn during the PE lesson
- V neck jumper or cardigan -Plain black -To be worn under the school blazer not instead of the blazer, this must be removed for PE lessons
- Hoodies are not permitted



Scan to find out more information on the Uniform policy and stockist information.



Equipment Checklist

All learners are expected to have the following stationery in school every day:

- Pencil case
- 2 green pens
- 2 black pens (no blue pens)
- 2 pencils
- 30 cm clear plastic ruler
- Large clear plastic pencil case
- Eraser
- Highlighter
- Protractor
- Sharpener
- Scientific calculator (we recommend a Casio FX85)

Policies

Policies are vitally important and help us to create quality standards for learning and safety, as well as for expectations and accountability. If you want to know more about the policies we have in place, please visit our website: www.martinhigh.org.uk



Beehive brings together essential applications, making it easy for parents and carers to access important information and updates about their child's education.

Available in both a browser and a smartphone app, Beehive ensures seamless access. Parents/carers will receive a unique welcome email with instructions on how to access the portal, while learners can log in using their school network credentials.

Here's a round-up of what can be accessed via Beehive...

NEWS

See school news shared with both learners and parents. This can include anything from clubs to competitions to reminders about school closures.



ASSIGNMENTS

A full homework management system where staff can set class or group assignments and both learners and parents can view details online, including due date and homework requirements.



TIMETABLES

Daily timetable information showing subject, room and location information.



EVENTS

The events module shows a planned schedule of after school events. Learners can sign-up to extra-curricular activities and parents/carers will be informed of any changes to events automatically.



BEHAVIOUR

Allows staff to instantly give reward and behaviour points. Parents can view their child's attendance and see reward and behaviour points given.



PAY & STORE

Parents/carers have the ability to top-up their child's smart card with credit for use at break and/or lunchtime, and see a breakdown of spend per day. This module is also used to pay for products and trips.



CONSENT

Parents/carers can set consent for use of images in the media and marketing materials, as well as how their child's data is used in school to celebrate achievements.



MAILOUT

This system will also allow parents/carers to view letter archives. When documents are available to view in Beehive, you will receive an email notification via mailout.



Scan to visit our website and download our Parent/Carer Beehive Guide for login details and further information

Frequently asked questions

Here are our answers, to what we find, are the most frequently asked questions.

What happens if my child is ill and/or can't attend school?

You need to contact school on a daily basis if your child is ill, we also have an attendance email address and online system to make communication with the school around attendance easier. If a child is off school for a prolonged period of time we would expect medical evidence from the doctors to support the absence.

What happens if my child is late?

If a learner is late to school, they will be directed to the main office, where they will be asked to sign in and issued with a C2 late and a 45 minute detention.

What subjects will they study and how is homework set?

Years 7 learners will study 6 x 50 minute lessons a day and will study a rich tapestry of subjects, laying the foundation for their Key Stage 4 studies.

English	History	Creative
Maths	Geography	Science
RE	French	PE
Music	Performing Arts	

Homework

All homework will be set on Beehive our online system in which all learners will receive a log in when joining Martin High.

Does my child have to carry their PE kit with them each day?

At Martin High our learners wear their PE kit on PE days to save time with changing from their uniforms into their PE kits to increase our practical activity learning time.

My question isn't answered here

Drop email address to next line to follow format of FAQ's above.