

The Minster School

Parents and Carers Information evening



September 2026
YEAR 7



Welcome to The Minster School

“Succeeding Together”



Fantastic exam success over the summer...!

Year 11	Minster
4+ E / M	82.0%

Year 13	Minster
A*-A %	21.4%





Settling in

We hope your children have enjoyed their first day in school today
Please encourage them to speak to us if there are any concerns

Getting the culture right:

Tomorrow – series of sessions within lessons

Clearly communicating and explaining our expectations

Consistent message across whole school

Fire alarms and lockdown drills

Thursday – Fire walk throughs

Monday – lockdown drill practice



Settling in

Uniform:

- Black school shoes – not trainers
- School shirts tucked in
- Black school trousers or Minster School skirt – skirts should not be shortened or rolled up
- Optional Minster School (or plain black) jumper or cardigan
- Hair should be a natural colour
- Jewellery – one stud in each ear only is allowed plus a watch
- Facial piercings are not allowed at all – this includes clear retainers. Covering with a plaster is also not permitted.
- Nails should be short – safe for PE and D&T
- False eyelashes should be removed



Uniform Expectations at The Minster School



Item	Image	School expectations	Not permitted
COMPULSORY ITEMS			
Blazer and tie		Plain black Minster School blazer with Minster School logo	A coat or Jacket instead of a blazer.
		Minster School tie (Clumber, Rufford, Thoresby or Welbeck depending on the student's House) A blazer and tie must be worn around the school at all times unless otherwise instructed by a member of staff	A jumper instead of a blazer. Hoodies.
Shirt or blouse		Plain white school shirt or blouse, with buttons which fasten to the neck. Long or short sleeves. The shirt/blouse must be fully tucked in to the waistband of the skirt/trousers.	T Shirt or Polo shirt. Round collar. Coloured/logged tops/polo shirts under shirts. Capped sleeves or sleeveless shirts/blouses are not permitted.



Item	Image	School expectations	Not permitted
COMPULSORY ITEMS			
Shoes		Plain black, sensible leather type school shoes. Flat or with low heels only. Practical and safe style. Worn with plain black, grey or white ankle socks or black or neutral tights.	Boots, trainers, sandals or canvas shoes are not acceptable. Footless tights or leggings are also not acceptable.
Trousers or skirt	 	Plain black loose fitting/boot cut trousers worn at the waist OR Castle Grey Tartan Senior Stitch-Down Pleated Skirt, in length 20" or 22".	Denim or chino type material Leggings, footless tights, cropped or ankle grazers Skinny fitting or excessively tight Low-rise trousers Excessively wide bell bottoms Skirts which have been excessively rolled up at the waistband or excessively shortened

Item	Image	School expectations	Not permitted
OPTIONAL UNIFORM ITEMS			
Jumper		Black, embroidered with "The Minster School Southwell" OR Plain black V-neck jumper OR Black fine knit cardigan embroidered with "The Minster School Southwell" OR Plain black fine knit cardigan	Round neck jumpers V neck jumpers or cardigans with logos other than "The Minster School" Hoodies or other fleece fabric jackets Any other colour knitwear other than black

Item	Image	School expectations	Not permitted
OTHER OPTIONAL ITEMS RELATED TO UNIFORM			
Coat or jacket, hat and scarf		Outdoor coat, hat, scarf. Coats must fit over the blazer.	Coats, scarves and hats must not be worn indoors, and coats must not be worn instead of a blazer.
Jewellery	 	A small pair of stud earrings A wristwatch	Smart watches which offer any of the functionalities of a mobile phone. Any other jewellery other than the items mentioned to the box on the left – this includes, but is not limited to, hoop earrings, bracelets, rings and facial piercings, which are not allowed at all, other than a small pair of stud earrings.
Religious headwear		Any headwear worn for religious reasons should be plain black	Any religious headwear which is not plain black

PERSONAL APPEARANCE

Students at The Minster School are expected to look smart in their appearance and be ready to learn.

- False nails and false eyelashes are not permitted
- Any make-up should be natural and subtle
- Hair colour should be kept to a natural range of colours

Students will have their uniform checked daily on the gate upon arrival. Any compulsory items which are missing will result in a 10-minute break detention issued for the same day. Any items which are not allowed will initially be requested to be removed on entry.

Students who persistently fail to follow instructions regarding the uniform expectations above will be subject to our behaviour procedures and sanctions. These may include detentions, internal exclusion (for repeated breach of expectations or refusal to follow instructions) and, if necessary, suspension (for further repeated breach or refusal to follow instructions).

Thank you for your support!



Phones – updated policy

New Government guidance with effect from September

All schools should be “mobile-phone-free environments”

Phones must be switched off and out of sight (kept in student’s bag or locker.)

This also includes headphones and smart watches.

They cannot be used for any purpose. This includes contacting home or education.

There are a very small number of exceptions for students with medical/SEND needs.

Agreed in advance in writing.

If a phone is seen it will be confiscated until the end of the day.

1st offence – One hour detention

2nd offence – One hour detention and one-week daily device hand in

Further breaches or non-compliance will result in

- Extended device hand-in
- Internal exclusion
- Suspension



Phones – updated policy



Further guidance can be found via our website with a letter and video:

[The Minster School - Mobile Phone & Smart Device Policy Updates](#)



Social Media Use



Social media:

Snapchat – age 13 and upwards

WhatsApp – age 16 and upwards

TikTok - age 13 for full access





Settling in

ParentPay

Used to top-up lunch cards

Used to pay for trips

Used to pay for resources such as revision guides

For any concerns please email parentpay@minsterschool.org.uk

Please check your child's balance regularly

Students can run into debt

We can place spending limits on students' accounts

Please email finance@minsterschool.org.uk to set one up

Medical questionnaire – please ensure this is completed and returned asap

Attendance

- We believe that every day and every minute counts and the impact of lost days and minutes can be seen here.
- If your child is absent for a medical appointment, please forward a copy of the letter/email/screenshot to attendance@minsterschool.org.uk
- We recognise that for some students with specific needs that it is more challenging to achieve a high level of attendance and punctuality, we do strive to support all students in achieving this.

Attendance Ladder



Student Support

- Pastoral support from teachers and tutors
- Year Leaders and Student Services
- Additional support from SEN team and inclusion



Mental Health Support Team

- The CAMHS Mental Health Support Team is a new collaborative trailblazing service across health and education, available in project schools across Nottinghamshire.
- They are an early intervention mental health and wellbeing service in schools aimed at providing support for children, young people and families around low-level emotional wellbeing needs, such as anxiety, low mood, managing emotions, and sleep. They link in directly with Nottinghamshire CAMHS teams and provide in school sessions to promote positive mental health. Their work is delivered on a 1:1 and group/workshop basis.
- Referrals for support can be through your child's year leader/key stage leader, or you can directly refer as a parent/carer.



Year 7

- Teaching groups = tutor groups
- D&T smaller groups
- Half year group will study French, the other half Spanish
- Students will participate in a daily Act of Worship during tutor time, this is inclusive for students of the Christian faith, other faiths and no faith.
- Disciplinary Literacy
- DEAR time – drop everything and read – bring a book!



Curriculum in Year 7

- **English** – reading a wide variety of texts including A Monster Calls, Skellig, Private Peaceful, A Midsummer Night's Dream and The Tempest
- **Maths** – following a Mastery approach to build on knowledge from Y6 and develop all areas of maths including algebra
- **Science** – beginning to explore the world of science through topics such as 'Simple chemical reactions' and 'The solar system'
- **History** – finding out about the history of Southwell, William the Conqueror, the Tudors and the Kingdom of Mali
- **Geography** – learning about the diversity of Africa, Rivers and Coastal landscapes
- **RS** – beginning with explorations of how the world began, looking at the person of Jesus, and exploring the world religions of Christianity, Judaism and Islam
- **Computer Science** – looking at eSafety, spreadsheet and desktop publishing skills and programming in Scratch



Curriculum in Year 7

- **French & Spanish** – learning the basics of French/Spanish conversation and the tools for future language learning
- **D&T** – transition project looking at iconic designers of the 20th and 21st centuries before beginning rotations through resistant materials, electronics, textiles and food
- **Art** – creating Jungle themed paintings based on the work of Rousseau and creating mythical creatures inspired by A J Fosik
- **PE** – acquiring fundamental skills in a range of activities such as Badminton, Gymnastics, Athletics, Rugby and Outdoor Adventurous Activities!
- **Drama** - learning basic drama skills to create original pieces of theatre, working from scripts and looking at the play “Ernie's incredible hallucinations”
- **Music** - learning about rhythms and patterns in music, elements within an orchestra, keyboard skills and band skills



Curriculum in Year 7

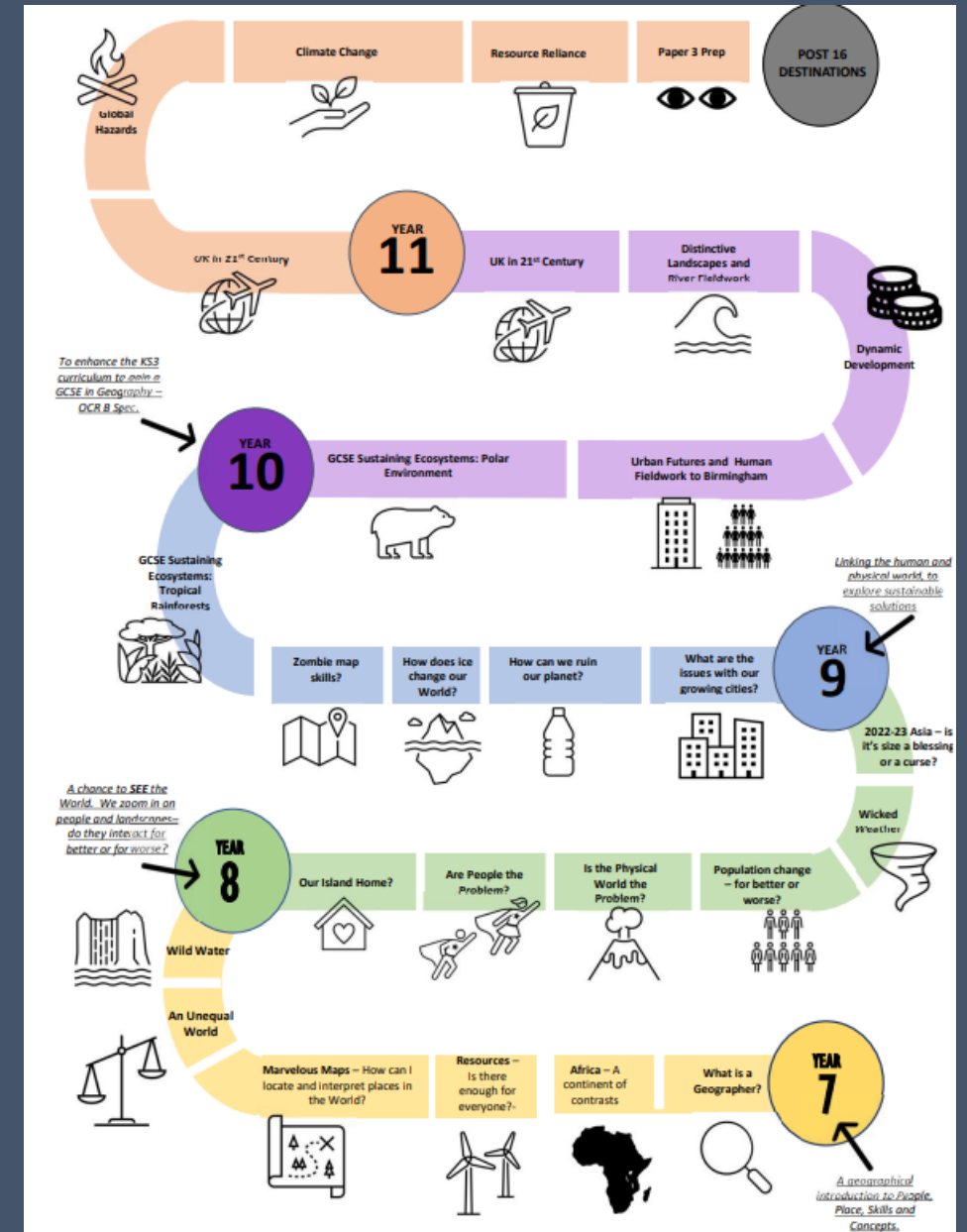
Further, more detailed information, can be found on the school website here:

[The Minster School - Subject Information](#)

Please scroll down and click on the subject you are interested in.

You can also watch a short video from Mr Wall which gives more details on how to find information on the website:

[Website Curriculum Guide - YouTube](#)



Lessons

- Students will be placed in a seating plan by their teacher
- At the start of every lesson, students will undertake a 'Settler' task – punctuality is therefore really important
- We expect students to work hard and challenge themselves
- If students find the work difficult, we will encourage them to use the 4Bs:

BOARD



BOOK



BRAIN



BUDDY

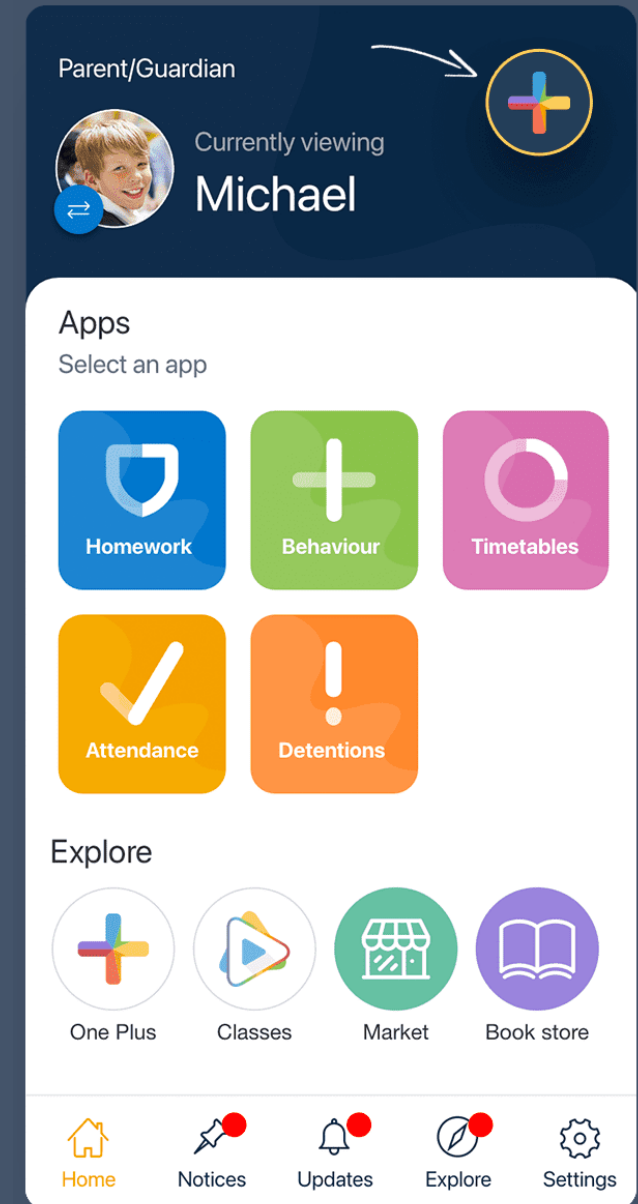


Lessons

- Your child will be given a paper timetable on their first day
- They are expected to know which lessons they have
- Students cannot use their mobile phone to check their timetable – they should have a paper copy. If they forget, they can:
 - Ask a teacher
 - Check the screen by student services before school, at break or at lunch
- We award WORKS points during each lesson
- These WORKS points will be logged on Satchel and you will be notified
- If your child receives any sanctions, these will also be logged on Satchel One

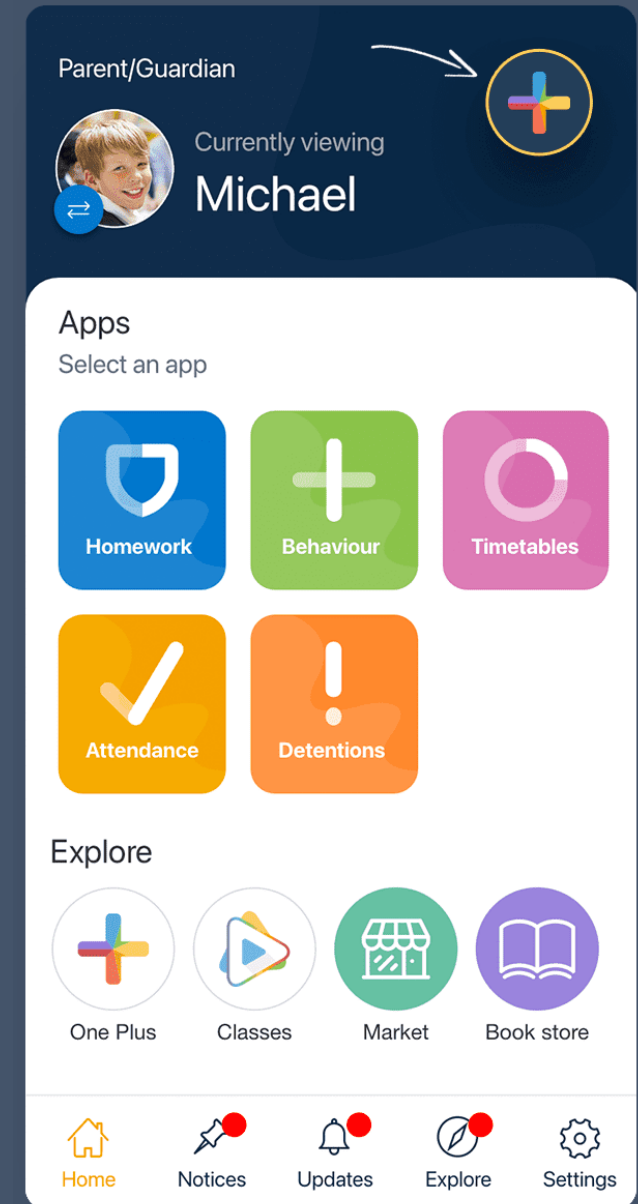
Year 7 - Satchel One

- We expect students to check Satchel One daily.
- Parents/carers can access Satchel One for multiple children
- Up to 5 adults can access Satchel for any child
- Year 7 will have an introduction to Satchel in their first Computing lesson
- Students need to log on with Microsoft
- Year 7 parents/carers - instructions and logins in next couple of weeks



Year 7 - Satchel One

- Homework
- Behaviour
 - WORKS points
 - Any behaviour logs/detentions
- Attendance (please note does not yet update daily)
- Timetables
- Detentions
- Please note – the items at the bottom are not school-related

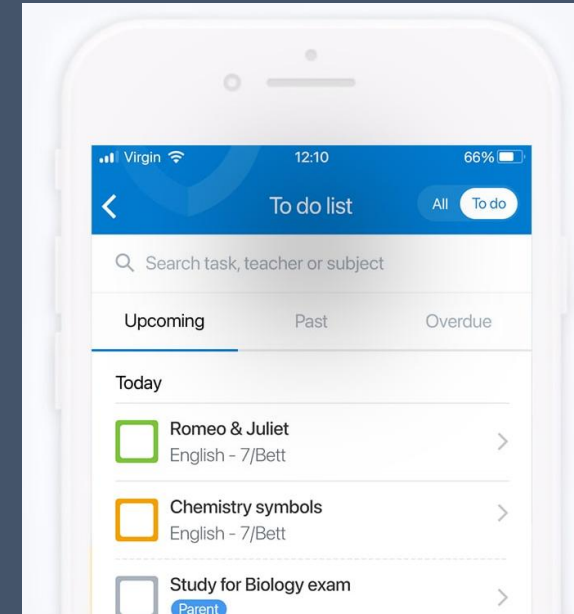


Year 7 - Homework

- One week to complete
- We do not have a homework timetable
- Year 7 – no homework until after half term except for D&T, then slowly building
- Range of tasks including rehearsal

How can I support my child with homework?

- Workspace
- Internet access
- Healthy working habits including time management
- Organisation



Assessment & Reports



Assessment point 1 – Wednesday 18th November
Effort, organisation and behaviour only



Assessment point 2 – Wednesday 10th February
Including targets, competency and progress grades, effort, organisation and behaviour for each subject plus results of the NGRT tests



Parents' evening – Thursday 25th February 4pm – 7:45pm
Held virtually via the SchoolCloud platform – **minsterschool.schoolcloud.co.uk**

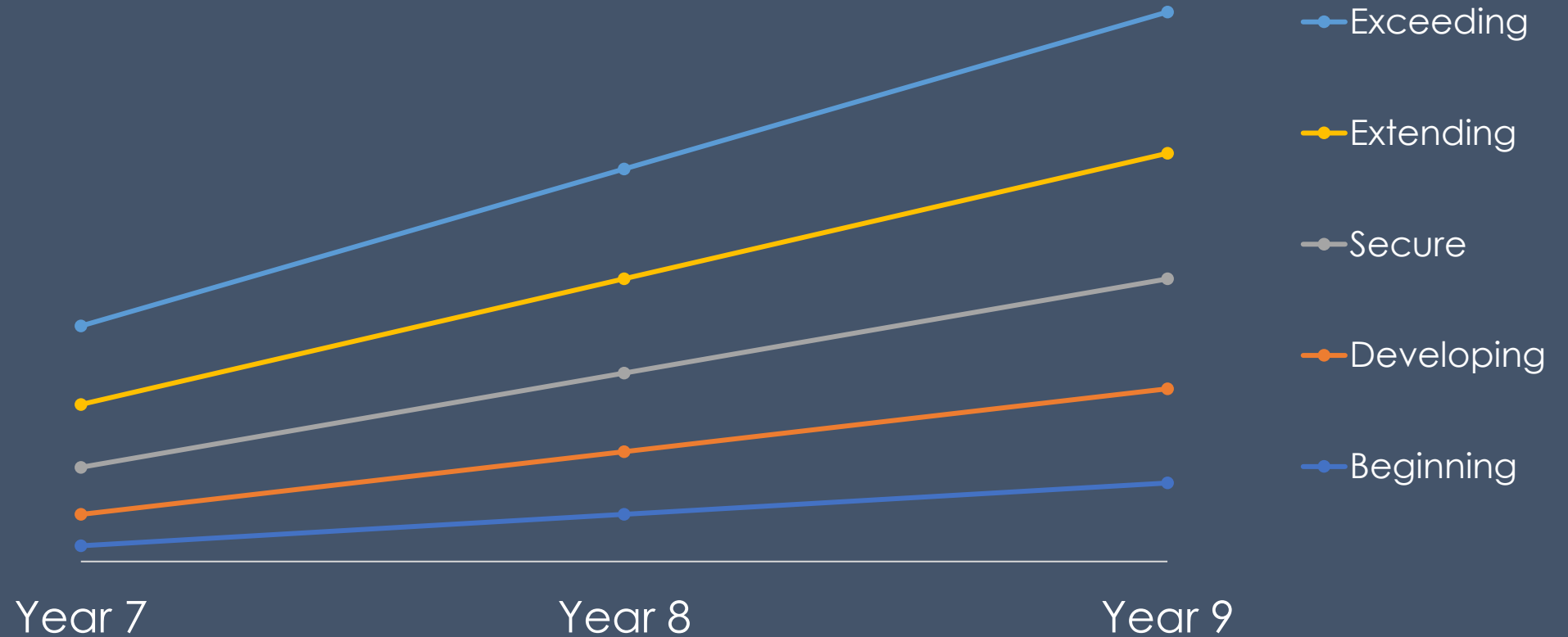


Assessment point 3 – Wednesday 23rd June
This is a “Full Report” so includes data as AP2 but also will include teacher comments on your child's next steps.



Assessment & Reports

Chart Title



Upcoming events – NGRT test



NGRT – New Group Reading tests:

- Helps us to know your child's reading age
- Allows us to provide additional support where needed
- Provides more information for teachers

Tests will be held in hall on 1st October

The tests are multiple choice

- Students can't prepare for them – there is no pass/fail
- We will identify students who may need additional support with these tests and support them through the process

Results shared with parents after Christmas



Preloved uniform



- Uniform collection – end of the year
- Donations throughout the year
- Please drop off any unwanted uniform at reception



**Reduce,
Reuse,
Recycle**

Upcoming events - Walesby

- Week beginning 21st September
- Day trips
- Opportunity to get to know one another
- Enjoy some exciting outdoor activities!



Upcoming events: Foundation service

- Wednesday 7th October
- Held in Southwell Minster
- Big part of the tradition here at The Minster School!
- Parents are also welcome to attend





Extra-curricular activities

- We offer a diverse range of extra-curricular activities
- We would encourage as many students as possible to sign up for these.
- Most run afterschool from 3-4pm
- If there is an activity you are interested in which you would like us to set up, please let us know!



Extra-curricular activities

- Boys Football
- Girls Football
- Badminton
- Rugby
- Netball
- Basketball
- Table tennis
- Tennis
- Cricket
- Athletics
- Hockey
- Dance
- Boccia
- Orchestra
- Full Choir
- Chamber Choir
- Jazz Band
- Concert Band
- Brass Ensemble
- String Ensemble
- KS3 Music Theory Club
- Flute Ensemble
- Harp Ensemble
- KS3 Music Technology Club
- Training Orchestra
- Session Orchestra & Vocals
- Chamber Music Ensembles
- Beginner Brass Ensemble
- Junior Chamber Choir
- KS3 Drama Clubs
- Drama productions
- STEAM
- Warhammer Alliance
- Art Club
- KS3 German Club
- Debate Club
- Dungeons & Dragons Club
- Coding Club
- Creative Writing Club
- Ugive UChange
- Library Assistants
- Confirmation Club
- Musical theatre Productions (this year is Fame)





Trips and Enrichment

Walesby day trips
Burleigh House trip
Dovedale trip
Activity days - July

Charity fundraising
House competitions
School productions
Musical concerts
Piano Competition
Maths Challenge
Minster relays
End of term services
and much more....!



Keeping in touch

You can contact us:

- School office
office@minsterschool.org.uk
Tel: 01636 814000
- Year Leader
h.sanderson@minsterschool.org.uk
- Attendance officer
attendance@minsterschool.org.uk
- Tutor (example)
a.surname@minsterschool.org.uk

We will contact you:

- Satchel One
- Emails from office
- WORKS Newsletter
- Website - www.minsterschool.org.uk
- Individual phone/email



Communication Charter

COMMUNICATION CHARTER



Consider the best method

Many queries can be resolved by email or phone. Sometimes a face to face meeting is best.



Our office hours

8.15am to 4.30pm.(4pm on Fridays)
Staff are not available at the weekend and in the evening.



We will respond within 2 working days

Occasionally this may not be possible, If the matter is urgent it will be prioritised.



Make an appointment

To see a member of staff make an appointment in advance.

Minster Trust for Education - Together we help every child to flourish





@MSPTASouthwell



@MSPTASouthwell



Minster School Parent Teacher Association

A friendly group of parents and teachers who fundraise for the school.

If you would like to join the group or for further information email
info@mspta.minsterschool.org.uk

Thank You for listening

- Please take a Key Dates document
- Please come and speak to us if you would like any additional information or support
- Staff will be available in the break-out space

The Minster School

Key Dates for Parents & Students

Year 7 (Academic Year 2024 - 2025)



The information below details the key dates for Year 7 over their first year at The Minster School.

Date	Event
Wednesday 4th September	1st Day of School (Year 7 only)
Wednesday 4th September	Y7 Information Evening 6:00-6:30pm
Wednesday 25 th & Monday 30 th September	NGRT Tests
W/B 30th September	Walesby day visits
Wednesday 9th October	Foundation Service at Southwell Minster
Friday 18th October	School Photographs
Friday 11th October	INSET Day
Wednesday 16th October	Y7 Assessment Point 1 report sent home
October Half Term: Monday 21 st October – Friday 1 st November	
Thursday 12th December	Christmas Concert at Southwell Minster
W/B 16th December	End of Term Christmas Services
Christmas Holidays: Monday 23 rd December – Friday 3 rd January	
Wednesday 8th January	Y7 Assessment Point 2 report sent home
W/B 3 rd February	School Production
Thursday 13 th February	Y7 Parents' evening (online – not including History)
Friday 14 th February	INSET day
February Half Term: Monday 17th February – Friday 21st February	
Thursday 27th February	Y7 Parents' evening (History only – online)
Wednesday 19th March	Easter Concert at Southwell Minster
Tuesday 25th March	Piano Competition
W/B 31st March	Easter Services
Easter Holidays: Monday 7 th April – Monday 21 st April	
Thursday 1 st May	Junior Maths Challenge
May Half Term: Monday 26 th May – Friday 30 th May	
W/B 9th June	Dovedale & Holdenby House Trips
Wednesday 2 nd July	Y7 Full reports sent home
W/B 21st July	End of Term Services
Friday 25th July	Last Day of Term
Monday 28 th July	INSET day
Tuesday 29 th July	INSET day

Please put the above dates in your diary and plan around them. There are numerous other events that happen during the school year, and we will send you more details as they come up. Please be aware that some dates may change during the year, and we will keep you updated on such changes. As ever, if there is anything we can help with, please do not hesitate to get in touch.



Who's who

Senior Leadership Team

Mr Chaloner – Head Teacher

Mr Wall – Deputy Head Teacher - Curriculum

Miss Goodhead – Deputy Head Teacher – Inclusion & Safeguarding

Mr Edwards – Assistant Head Teacher – Behaviour & Attendance

Mrs Lyons – Assistant Head Teacher – Teaching and Learning

Mrs Mazurkiewicz – Assistant Head Teacher – Achievement & PP lead

Mr Price – Assistant Head Teacher – SENCO

Miss West – Assistant Head Teacher – Maths Hub

Pastoral Team:

Mr Brookes – Head of KS3

Miss Sanderson – Year leader Y7

Mrs Pascual – Attendance officer

Careers support:

Ms Taylor – Careers lead

