



Dragons - Years 7 & 8 Welcome Pack

Academic Year 2011-2012

Introduction

We are really looking forward to welcoming your son/daughter to our wonderful school. We hope they will enjoy their time at Rossall.

At Rossall we wish to offer you the highest level of support at all times. The welcome pack is divided as follows:

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Section A

Contact Us: Who does what at Rossall?

Whilst up to now your primary contact has been with the Registry team, once you have completed the admissions process please make sure your new first point of contact is your child's head of year in the first instance; if you are struggling to gain contact with the head of year you can alternatively contact the school secretary (Mrs Dorothy Calderbank) or Reception (Ms Anne Mather or Mrs Karen Love). If your child boards please contact the houseparents, Mr and Mrs Metcalfe.

Headmaster Dr Stephen Winkley (P.A. Mrs Lesley Jones)	Tel: +44 1253 774247	e-mail: l.jones@rossall.org.uk
Deputy Headmaster Mr Anton Maree (P.A. Mrs Dorothy Calderbank)	Tel : +44 1253 774238	e-mail : d.calderbank@rossall.org.uk
Director of Studies Mrs Gillian Pryor	Tel: +44 1253 774264	e-mail: g.pryor@rossall.org.uk
Reception Desk Ms Anne Mather Mrs Karen Love	Tel : +44 1253 774201	e-mail : reception@rossall.org.uk
Fees Administrator Miss Kirstie Allen	Tel : +44 1253 774233	e-mail : k.allen@rossall.org.uk
Head of Pastoral Care – Dragons Mrs Katie Lee	Tel : +44 1253 774222	e-mail: k.lee@rossall.org.uk
Head of Year 7 Mrs Jane Cross	Tel : +44 1253 774255	e-mail : j.cross@rossall.org.uk
Head of Year 8 Mr Daniel Hall	Tel : +44 1253 774245	e-mail : d.hall@rossall.org.uk
Anchor House Mr Martin & Mrs Michele Metcalfe	Tel : +44 1253 774212	e-mail : anchor@rossall.org.uk
	Mobiles : Martin +44 (0)7791 344918 Michele +44 (0)7854 738246	
RosShop Ms Julie Oldfield	Tel : +44 1253 774252	e-mail : j.oldfield@rossall.org.uk
Medical Centre Nurses : Karen Pook Lyn Kane	Tel : +44 1253 774287	e-mail : medical@rossall.org.uk
Registry Team – Main School and ISC Mrs Michelle Metcalfe – Registrar Mrs Julie Barkhuizen – Assistant Registrar & Website Manager Mrs Jacqueline Dakin – Agent Liaison Officer Mrs Claire Bailey (maternity leave) - Admissions Assistant Mrs Annette Mellor (maternity cover)	Tel: +44 1253 774260 Tel: +44 1253 774273 Tel: +44 1253 774225 Tel: +44 1253 774225 Tel: +44 1253 774225	e-mail: m.metcalfe01@rossall.org.uk e-mail: j.barkhuizen@rossall.org.uk e-mail: j.dakin@rossall.org.uk e-mail: c.bailey@rossall.org.uk e-mail: a.mellor@rossall.org.uk
Marketing Mrs Pamela McCann Mrs Helen Lockley	Tel: +44 1253 774205 Tel: +44 1253 774278	e-mail: p.mccann@rossall.org.uk e-mail: h.lockley@rossall.org.uk

Section B School Policies

All our School policies are on the school website (www.rossallschool.org.uk) – please read them at your convenience. If you would like a hard copy please contact the School Secretary Mrs Dorothy Calderbank.

Curriculum Policy
Junior & Infant Curriculum Policy
ISC Curriculum Policy
PSHE Scheme of Work
PSHE Policy
SRE Policy
Health and Safety Policy for Pupils on Educational Visits
Statement of boarding principles and practice
Child Protection Policy
Policy for Pupils on Confidentiality
Anti-Bullying Policy
Junior & Infant Anti-Bullying Policy
Behaviour Policy
Junior & Infant Behaviour Policy
Pupil Supervision Policy
Junior & Infant Pupil Supervision Policy
Restraint Policy
Policy for the use of ICT, Mobile Phones and other Electronic devices
Taking, Storing and Using Images of Children
Catering and Food Hygiene Policy
Spiritual, Moral, Social and Cultural Development Policy
Junior & Infant Spiritual, Moral, Social and Cultural Development Policy
Admissions Policy
Equal Opportunities Policy
Drugs, Alcohol and Tobacco Policy
Disability Policy
SEN and Learning Difficulties Policy
Junior & Infant SEN and Learning Difficulties Policy
Nursery SEN Policy
Accessibility Policy and Plan
Record Keeping Policy
Reports and References policy
Data Protection Policy
Health and Safety Policy
Fire Safety Policy
Missing Child Policy
Nursery Missing Child Policy
First Aid Policy
Infection Control Policy
Pandemic Policy
Medical Questionnaire Policy (see First Aid Policy)
Nursery Administration of Medicine Policy
Complaints Policy for Parents
Complaints Policy for Pupils

Section C

Arrival Details



Induction Day

On **Friday 2nd September** there will be a familiarisation afternoon starting at 2.00pm in the Museum Theatre (on Main Drive) for parents and children. The children will then go with tutors for familiarisation and activities. At 4.00pm there will be refreshments for parents and children. Please ask your child to come in casual clothes and trainers as they will be playing games on the field.

Day pupils

On the first day (**Monday 5th September**) please drop your son/daughter off at the Dragon main entrance where you will be greeted. School starts at 8.30am. Parking is available in the Short Stay Car Park, accessed via Main Drive and following the road round to the right.



Boarding pupils

When you arrive on **Sunday 4th September** please go directly to Anchor house where the Metcalfe family will be waiting to greet you. Mr and Mrs Metcalfe are having a welcome BBQ at 4pm for all the Anchor boarders and their families. This will be a great opportunity for your children to get to know each other and meet the tutors who will be taking care of your son/daughter. The Metcalfes would be delighted if you could join them for the BBQ.

Section D
Fees & Term Dates

The academic year consists of three terms (trimesters) beginning in September, January and April. The fees below are for the academic year 2010-11. Fees are reviewed annually.

Dragon (Years 7 and 8)		Monthly Direct Debit payment x 10	Included	Not included
Day	£3,170.00 per term	£951.00	Tuition	Text books
Boarder	£6,650.00 per term	£1,995.00	Accommodation during term time (Boarders only)	Lunch (Day pupils only)
Weekly	£4,950.00 per term	£1,485.00	Lunch (Boarders only)	Breakfast or evening meal (Day pupils only)
			Breakfast or evening meal (Boarders only)	Medical insurance
			Study Area	Dental insurance
			Use of campus facilities	Trips (sport or academic)
			After school activities	School uniform
				Sport uniform or equipment
				Music lessons
				School Bus Journey

Lunch (day pupils only)	£215 per term
Music	£170 per term
BUPA Health Insurance	£63
Personal Accident Insurance	£4.75
House charges (Boarders only)	Between £10 – £50 each term for trips / house funds etc

One-off fees

Registration Fee £50 (Day)

Deposit £475 (Day)

Boarding registration fee and deposit information available on request.

Payment of Fees

All fees are payable termly in advance, **on or before the first day of each term**. Payment may be made by direct debit, cheque, bank transfer or by debit / credit card.

Direct Debit

If you wish to pay by Direct Debit please fill in form 2 (from the Download section of the website).

Debit / credit card

Debit / credit card payments can be accepted by fax, email or in person at the Finance Office. Please note a 1.5% administration is added to credit/debit card transactions and 2.5% for American Express if the fees are paid after the card discount date each term.

Cheque

Cheques can be sent by post or taken in person to the Finance Office at the following address:

Kirstie Allen,
Fees Administrator,
Rossall School,
Broadway,
Fleetwood,
Lancashire
FY7 8JW

Please make cheques payable to The Corporation of Rossall School.

Bank Transfer

Rossall's bank details are as follows:

Account name:	Corporation of Rossall School
Account Number:	05008204
Bank:	National Westminster bank
Branch:	Church Street, Fleetwood
Sort Code:	60 08 26
IBAN Code:	GB65NWBK60082605008204
SWIFT Code:	NWBKGB2L

Please note cash is no longer accepted.

The student's name and account code (shown on the fees invoice) must be quoted on the bank transfer document and a copy of the document must be sent by fax to Kirstie Allen on +44 1253 774279.

Term Dates and Holidays

Michaelmas Term 2011

Boarders Arrive	Sunday 4th September
Term begins	Monday 5th September
Half-term Begins	Friday 21st October
Boarders Arrive	Sunday 30th October
Term Begins	Monday 31st October
End of Term	Friday 9th December

(Departure dates for overseas boarders 8th & 9th December only)

Lent Term 2012

Boarders Arrive	Sunday 8th January
Term Begins	Monday 9th January
Half-term Begins	Friday 17th February
Half-term Ends	Sunday 26th February
Term Begins	Monday 27th February
End of Term	Thursday 5th April

(Departure dates for overseas boarders 4th & 5th April only)

Summer Term 2012

Boarders Arrive	Sunday 22 nd April
Term Begins	Monday 23 rd April
Half-term Begins	Friday 1 st June
Prize Day	Saturday 2 nd June
Boarders Arrive	Sunday 10 th June
Term Begins	Monday 11 th June
End of Term	Friday 6 th July

Section E

Uniform

RosShop operates on limited opening hours during the school holidays. To avoid wasted trips and to save your time, this year we are inviting new parents to arrange an appointment with the shop manager, Mrs Julie Oldfield, where she will give you and your son/daughter individual attention and advise you of the required items for your child. Julie can be contacted on 01253 774252, or by email j.oldfield@rossall.org.uk or by calling into the shop in person.

Day and Boarding Boys and Girls (Years 7 to 11)

To be purchased from the RosShop

- Rossall Blazer with school motif
- Rossall grey skirts – ‘on the knee’ or
- Rossall trousers (grey)
- Rossall grey V-necked sweaters with school motif
- Rossall House tie
- Rossall navy blue tracksuit
- Rossall swimsuit + goggles + towel
- Rossall red games kilt
- Rossall red sweatshirt with motif
- Rossall red games socks
- Rossall red games shorts
- Rossall white polo shirt with motif
- House zephyr
- Sports bag

May be purchased elsewhere

- Navy or black overcoat (no motifs)
- Approved plain white blouses with collar
- Black tights (70 Denier)
- Black polishable flat school shoes
- Approved Indoor Trainers + Astroturf trainers
- Approved white short ankle sports socks

All items must be name taped

Equipment:-

- Hockey stick – Michaelmas Term
- RosHockey stick – Lent Term
- Gum shield - available from specialist dentist organised by P.E. department.
- Sports equipment as required.

All School items may be purchased at RosShop – Tel: +44 (0)1253 774252 or email: j.oldfield@rossall.org.uk

For lessons pupils will need:

- A pencil case with HB pencils, sharpener, coloured pencils, fountain pen and ballpoint (blue or black ink).
- A 30cm ruler
- A school bag
- A glue stick
- A pair of scissors for paper
- A mini reel of sticky tape
- A pencil eraser
- Appropriate calculators and other equipment will be recommended by the maths department

Note: Liquid paper is NOT permitted.

Dragons - Years 7 & 8 Welcome Pack 2011-12

Most stationery items may be purchased at RosShop – Tel: +44 (0)1253 774252 or email: j.oldfield@rossall.org.uk

Boarding Essentials & Casual Clothing – all years

- Casual / Smart clothes – trousers, jumpers, shirts, fleece, T-shirts, etc.
- Underwear
- Nightclothes, dressing gown, slippers
- Washing bag and toiletries
- Shoe cleaning kit, polish and spare laces
- Suitcase / holdall
- Towels – shower and sports

- Optional – duvet, pillow, duvet cover and pillow case. (School does supply these).

All items must be name taped

Section F
Flexi-boarding

Do you struggle to find a
babysitter sometimes?

Does your child get
bored easily at
weekends or in the
evenings?



Would your
child benefit
from
supervised
prep every so
often?



Does your
son/daughter want a
sleepover but you
don't have the room
(or the energy)?!



Does your child miss
his/her friends at the
weekends?





























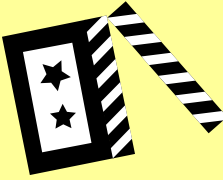





If the answer is yes to any of these questions, read on!

We offer a service called Flexi-boarding which enables day children to stay in our Junior boarding house, Anchor for a night or a weekend on an ad-hoc basis. The children are looked after by our Junior boarding houseparents, Mr Martin and Mrs Michele Metcalfe.

Flexi-boarding is £29 per night. The following pages show a schedule of the activities planned in the Michaelmas (Autumn) term 2011.

To book your child's flexi-boarding, fill in the form at the back of this pack, or download a copy from our website.

Michaelmas term 2011 Junior/Middle Boarding Weekend Activities:











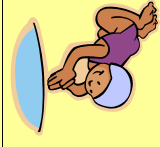




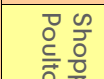
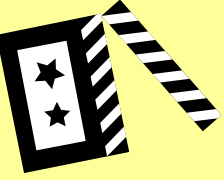


	Week One	Week Two	Week Three	Week Four	Week Five					
	Saturday 10th September	Sunday 11th September	Saturday 17th September	Sunday 18th September	Saturday 24th September	Sunday 25th September	Saturday 1st October	Sunday 2nd October	Saturday 8th October	Sunday 9th October
08.00—08.30 Breakfast										
10.00—12.00	Saturday Morning Kitchen 	House Trip Lake District Ullswater Steamer	Green Fingers 	House Trip Singleton Maize & Picnic	Art Attack 	House Trip Alton Towers theme park	Saturday Morning Kitchen 	House Trip Lake District Windermere South Lakes Zoo 	Green Fingers 	House Trip Sandcastle World
	Sports Club (Fives & Football) 		Sports Club (Fives & Football) 		Sports Club (Fives & Football) 		Sports Club (Fives & Football) 		Sports Club (Fives & Football) 	
12.30—13.00 Lunch										
13.00—14.00	Swimming Pool—Fun Swim 		Swimming Pool—Fun Swim 		Swimming Pool—Fun Swim 		Swimming Pool—Fun Swim 		Swimming Pool—Fun Swim 	
	House Pets 		House Pets 		House Pets 		House Pets 		House Pets 	
14.00—17.00	Shopping—Cleaveleys 		Shopping—Blackpool 	18.00 Mrs M's Sunday Roast	Shopping—Poulton 		Shopping—Cleaveleys 		Shopping—Blackpool 	
18.00—18.30 Evening Meal										
19.00—19.30	Cocktails & Canapes 	18.30—19.30 Prep Time	Quiz night & BBQ 	18.30—19.30 Prep Time	VUE Cinemas Cleaveleys 	18.30—19.30 Prep Time	Cocktails & Canapes 	18.30—19.30 Prep Time	BBQ & Disco 	18.30—19.30 Prep Time
19.30—21.00	Wil Team Challenge Pool 	House meeting & Suggestions box		19.30—20.00 House meeting & Suggestions box		19.30—20.00 House meeting & Suggestions box		19.30—20.00 Quiz night 		19.30—20.00 House meeting & Suggestions box
	Table Football Blockbusters 									

Whole of House Activities

Optional Activities

This activity schedule is provisional only and may be subject to change at short notice depending on final numbers, weather and availability etc.

Michaelmas term 2011 Junior/Middle Boarding Weekend Activities:

Week Six		Week Seven		Week Eight		Week Nine	
Saturday 15th October	Sunday 16th October	Saturday 5th November	Sunday 6th November	Saturday 12th November	Sunday 13th November	Saturday 19th November	Sunday 20th November
08.00—08.30 Breakfast		08.00—08.30 Breakfast		08.00—08.30 Breakfast		08.00—08.30 Breakfast	
10.00—12.00	Art Attack	Saturday Morning Kitchen	House Trip Tower Circus	Green Fingers	House Trip Sandcastle World	Art Attack	House Trip TBC
							
	Sports Club (Fives & Football)	Sports Club (Fives & Football)		Sports Club (Fives & Football)		Sports Club (Fives & Football)	
							
12.30—13.00 Lunch							
13.00—14.00	Swimming Pool—Fun Swim	Swimming Pool—Fun Swim		Swimming Pool—Fun Swim		Swimming Pool—Fun Swim	
							
	House Pets						
14.00—17.00	Shopping—Poulton	Shopping—Cleveleys		Shopping—Blackpool		Shopping—Poulton	
							
18.00—18.30 Evening Meal		18.00—18.30 Evening Meal		18.00—18.30 Evening Meal		18.00—18.30 Evening Meal	
19.00—19.30	VUE Cinemas Cleveleys	Team Challenge Wii Pool	Prep Time	Quiz night	Prep Time	Grand Theatre—George's Marvellous Medicine—Roald Dahl	Prep Time
							
19.30—21.00		Table Football	18.30—19.30 House meeting & Suggestions box		19.30—20.00 House meeting & Suggestions box		19.30—20.00 House meeting & Suggestions box
		Table Tennis					
							





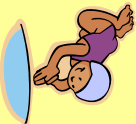





Half-Term

Whole of House Activities

Optional Activities

This activity schedule is provisional only and may be subject to change at short notice depending on final numbers, weather and availability etc.

Michaelmas term 2011 Junior/Middle Boarding Weekend Activities:

Week Ten		Week Eleven	
	Saturday 26th November	Sunday 27th November	Saturday 3rd December
	Sunday 27th November	Saturday 3rd December	Sunday 4th December
08.00—08.30 Breakfast			
10.00— 12.00	Saturday Morning Kitchen 	House Trip TBC	Green Fingers 
	Sports Club (Fives & Football) 		Sports Club (Hockey & Football) 
12.30—13.00 Lunch			
13.00— 14.00	Swimming Pool—Fun Swim 		Swimming Pool—Fun Swim 
14.00— 17.00	Shopping— Cleveleys 	18.00 Mrs M's Sunday Roast	Shopping— Cleveleys 
18.00—18.30 Evening Meal			
19.00— 19.30	Quiz night 	18.30—19.30 Prep Time	BBQ & Disco 
19.30— 21.00		19.30—20.00 House meeting & Suggestions box	House meeting & Suggestions box

Whole of House Activities

Optional Activities

This activity schedule is provisional only and may be subject to change at short notice depending on final numbers, weather and availability etc.

Section G

Groups and Special Events



Adult Lane Swimming

Every Monday and Wednesday
7.30pm – 8.30pm
Cost £3 each
In the Rossall swimming pool

Zumba Fitness

Every Monday and Wednesday
6.30pm – 7.30pm
Cost £5 each (£2.50 for Rossall Parents)
In the main gymnasium

Family Swim

Every Sunday 12 noon – 2.00pm
Cost £5 per family
In the Rossall swimming pool

Parent and Toddler Group

Runs occasional Friday mornings in the school holidays in the Nursery and Infant hall.
9.30am – 10.30am
For 0-2 year olds
Keep checking the website for forthcoming dates.

Rossall Action

Runs in the school holidays for children aged 4-13

Keep checking the website for forthcoming dates.

Rossall Foundation

The Rossall Foundation is a separate charity from the School and is a Company Limited by Guarantee. It has its own committee which governs its business but anyone can become a member upon payment of the required membership fee and each member can vote at AGMs. The Foundation's aims are to raise funds for major developments at the School including capital resources for new buildings and facilities such as the £150k raised for the School's new Astroturf playing surface. The Foundation's Director is Kevin Hookham.

Email: k.hookham@rossall.org.uk

Tel: 01253 774284

The Friends of Rossall

The Friends of Rossall is a voluntary group consisting of current parents and staff. Its aim is to plan and deliver a range of fundraising events that will be of interest to parents, staff, and the wider Rossallian Community. Monies raised will be used to assist smaller projects around the School. The Friends group run the Rossall Summer Ball, the Firework Display, the Christmas Ball, Burns Night and hope to revive the Rossall School Fete in the near future. The Friends of Rossall Chairman is Simon Hockings, a current parent.

Email: k.hookham@rossall.org.uk

Tel: 01253 774284

In the Michaelmas term 2011 (September – December 2011) Wren House would like to invite you to:



International Week

Thursday 6th October to
Saturday 8th October

- Put your knowledge to the test in our international quiz
- Show your skills in our art & craft fair
- Try exotic gastronomy in our dining hall
- Be the king/queen of our disco
- Read international literature at Farrell Society

Don't forget your costume! Your costume should represent your nationality or country of residence.

Section H Forms for Completion

The following forms are available in this pack or in the Download section of our website. Please fill in the forms as applicable. Please make sure they are completed and returned to Rossall at least one week before your child arrives:

- **Form 1** – Airport Transfer and Hotel Accommodation Request Form (for boarders with non-British resident parents)
- **Form 2** – Insurance and Payment Form
- **Form 3** – Emergency Contact Details
- **Form 4** – Old Rossallian
- **Form 5** – Rules and Drugs Policy (This **must** be signed manually – please print, sign and fax to us)
- **Form 6** – Permission to Share Information Form (This **must** be signed manually – please print, sign and fax to us)
- **Form 7** – Medical Form (This **must** be signed manually – please print, sign and fax to us)
- **Form 8** – Image Release Form

Section I
Checklist

Have you....?

- Completed and sent the Parent Contract to us?
- Paid the registration fee?
- Paid the deposit before arrival?

Sent the following forms to us (as applicable):

- Form 1 – Airport Transfer and Hotel Accommodation Request Form (for boarders with non-British resident parents)
- Form 2 – Insurance and Payment Form
- Form 3 – Emergency Contact Details
- Form 4 – Old Rossallian
- Form 5 – Rules and Drugs Policy (This must be signed manually – please print, sign and fax to us)
- Form 6 – Permission to Share Information Form (This must be signed manually – please print, sign and fax to us)
- Form 7 – Medical Form (This must be signed manually – please print, sign and fax to us)
- Form 8 – Image release form

- Sent your school report to us?