



HAGLEY CATHOLIC HIGH SCHOOL
Brake Lane, Hagley, Worcestershire DY8 2XL
Phone: 01562 883193
Website: www.hagleyrc.worcs.sch.uk
Principal: Mr J Hodgson



Archdiocese of Birmingham

07 May 2020

Dear Parents/Carers,

Further to the email sent on Monday 4th May 2020, please find enclosed a number of forms for your attention. All relevant policies and additional copies of these forms are available on the school website under the tab, Our Community – Yr6 Transition, for your convenience, as is a copy of this letter.

Please return all forms (except the uniform order form) to Hagley Catholic High School via post, marking for the attention of Admissions, by Friday 5 June 2020.

Enclosed are the following forms for completion:

1. Data Collection Sheet

Please complete this form in full, particularly email addresses as this is the preferred form of communication.

2. Medical Form

We have a designated first aid officer in school who oversees students' medical needs. Please complete this form, including details of medical conditions and any medication that will be required to be held on site.

3. Pupil Personal Data Consent Form

Please read and discuss the privacy policy with your child before completing this form.

4. Cashless Catering System (Biometric information)

The school uses a cashless catering system to deliver a more efficient and effective catering service for our students, parents, carers and staff. Please read the letter thoroughly and return the form if you consent to the school taking and using information from your child's fingerprint as part of an automated biometric recognition system.

5. Uniform

Many items of our school uniform can be purchased through high street stores; we do not recommend a particular supplier but please refer to our uniform policy on the website before purchasing any uniform as shops display uniform as school wear or back to school wear, however, this does not necessarily mean that it meets the school's standards. For convenience, the uniform range is available to purchase from Hagley Sports using the enclosed order form. Please note that all Uniform Order Forms must be returned directly to: *Hagley Sports, Embassy House, Embassy Trading Estate, The Hayes, Lye, Stourbridge, West Midlands, DY9 8RY*. Any uniform supply enquiries must be directed to Hagley Sports as the school is unable to answer them.

Hagley Sports offer to embroider the pupils' names or initials onto uniform items that are most frequently left in the changing rooms for which we are unable to trace the owner. Embroidered names will be processed by Hagley Sports after sizes have been checked and confirmed. Please note that it is not a requirement of the school for items of PE Kit to be embroidered.

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Registered Office: Hagley Catholic High School, Brake Lane, Hagley, Worcestershire DY8 2XL

Telephone 01562 883193 Fax: 01562 881820



6. Home School Agreement Reply Slip

Please read and refer to the key policies on the school website which can be accessed under the tab, Our Community – Yr6 Transition, before signing this form. This form should also be signed by your child.

Other key information

Looked After Children

The school can claim up to £2,300 via the School Census for Previously Looked After Children who fit into one of the following categories:

- Adopted after care
- Subject to a Special Guardianship Order
- Subject to a Residential Order
- Subject to a Care Order

If your child is 'previously looked after' and you wish our school, and your child, to benefit from the additional funding then please contact us by return with the student names(s) and evidence of the relevant order. All information will be in the strictest of confidence.

Transport

Information regarding transport to school is on our website under the tab, Our Community – Yr6 Transition. Please note that transport document is for this current school year (2019-2020) and is subject to change. Please direct any queries regarding transport to Mrs Tyrrell (Transport Co-ordinator), styrrell@hagleyc.worcs.sch.uk

Free School Meals

Entitlement to Free School Meals does not automatically transfer between local authorities. Please refer to the information sheet on the website (Our School – Key Information & Policies – Free School Meals) to check eligibility and to apply for Free School Meals, or you can apply on line at this link:

http://www.worcestershire.gov.uk/info/20062/schools/684/applying_for_free_school_meals

The organisation in Worcestershire who co-ordinate Free School Meals is Babcock Prime, and the Free Schools Meal Team can be contacted on 01905 678154 should you have any queries.

You might not have previously claimed for Free School Meals, but the current climate might mean you are now available to claim this support for your child, and in doing so increase the income for the school to support the children's education too. Please do make the claim for Free School meals even if you know your child does not want to claim their free meal.

ClassCharts and ParentPay

The school uses an online platform called ClassCharts to set homework, issue reward and behaviour points, and to provide online information about student attendance, their timetable, and to send announcements to parents/carers. In September, you will be issued with log-on details and information about how to access and use this app.

The school also uses ParentPay so that parents can make payments for school trips and meals online. Again, log-on details for this will be provided in September.

Music Lessons

Hagley runs a comprehensive music programme and tuition is a central part of this. Should you require any information regarding music lessons please contact Mrs Aston on 01562 883193 or email saston@hagleyrc.worcs.sch.uk .

A message from Mrs O'Loughlin, Head of Year 7:

Dear Year 6,

My name is Mrs O'Loughlin. I am delighted to be your Head of Year when you start in Year 7. I have been busy during isolation promoting good health and wellbeing to our students here at Hagley. I would love for you to be a part of our 'Stay Safe, Protect the NHS and Garden' project. Please find enclosed some sunflower seeds. At Hagley we have set ourselves a challenge of growing sunflowers and are encouraging our students to spend time staying safe with our families in our gardens. We would like to see how your own sunflower grows over the next few months, so please attach a photo alongside your name and current school and send to moloughlin@hagleyrc.worcs.sch.uk.

Looking forward to meeting you and seeing your photographs.

Stay safe and garden.

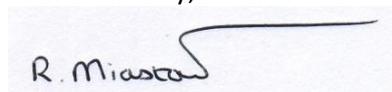
Mrs O'Loughlin.

Final words

Finally, please ensure all the accompanying forms (except for uniform order forms) are returned to school by Friday 5th June 2020 marked for the attention of Admissions. If you need any assistance with completing any of the documentation or have any further questions, please contact admissions@hagleyrc.worcs.sch.uk .

We are aware that the pressures of lockdown are likely to be adding to the anxiety that you and your children may be feeling about moving up to secondary school. Please be assured that we will keep you informed of any key changes as and when they happen via email. Please know that you are very much in our prayers and thoughts at this time and we look forward to welcoming you to Hagley Catholic High School very soon.

Yours sincerely,



Mr R Miastowski
Assistant Principal



Mr J Hodgson
Principal