



Kingsdale Foundation School

Key Information for Students

All students at Kingsdale Foundation School are expected to meet our basic expectations. Please take a moment to read them carefully so you know what is expected of you.

Equipment and Reading Book

All students should have a pencil case with the following items: black pens, green pen for feedback, pencils, ruler, rubber, pencil sharpener, calculator, compass, protractor, glue stick. Optional recommended items: red pen for self-marking, colouring pencils, safety scissors and a highlighter.

All students should also carry a reading book with them each day. One of your tutor periods each week will be used for quiet reading. All students are able to use the school libraries to borrow books. Please speak to the librarians for more information.

Please speak to your tutor if you need help in finding or getting any of the equipment listed above.

Uniform

Students at Kingsdale are expected to wear their uniform with pride. Please remember that only school uniform jumpers may be worn and that hooded tops, sports top or other non-uniform items may not be brought to school. In the colder winter months, please wear your school jumper and blazer if you are cold.

Students may also wear their official school PE to school only on the days they have PE. Your tutor will check the days you have PE and you may be issued a detention if you wear PE kit and not uniform on a day you don't have PE.

You can find our full uniform rules on our website [here](#).

Students are required to wear their school lanyard and ID badge at all times whilst on the school site and when engaging in school activities, e.g. school trips/off-site events.

Arriving to School on Time

Kingsdale students are expected to attend school every day and arrive on time for lessons and activities.

Please note the following:

Years 7, 11, 12 & 13 students start their day at 08.40am (arriving on-site by 08.30am latest). These students finish school at 3.40pm daily.

Year 8, 9 & 10 students start their day at 09.05am (arriving on-site by 08.55am latest). These students finish school at 4.10pm daily.

Students who arrive on time regularly will receive Achievement Points. Students who are late to school will be issued with a detention and their parents informed.

Conduct Around the School

Students are required to move around the school in an orderly manner and ensure that they arrive at lessons on time. Under no circumstances should students run in the Atrium or around the corridors.

During lunchtimes, students should ensure that they are seated while in the atrium and should be mindful that lessons continue in the rest of the school. Students' cooperation in queuing up patiently is appreciated and we would encourage all students to report any disturbances that they encounter. **Kingsdale is a listening school and students should always report any concerns that they may have to any member of staff.**

Conduct Outside of the School Premises

All students should be mindful that they are representing the school when travelling to / from school and the schools' expectations around uniform remain in place. On public transport, students should be mindful of other passengers and uphold the highest standards of behaviour. We are proud of the good reputation of the school in the local community and expect all students to behave appropriately.

Conduct During Lessons

Kingsdale is a learning environment where we are proud about the achievement of our students. Students should minimise any disruption to learning by arriving at lessons on time and respecting the needs of other learners at all times. Students must speak respectfully to teachers and other members of staff.

If, for any reason, you need to leave the lesson, you should request an exit slip. Students should ensure that they arrive for lessons prepared with the correct equipment (see expectations above) and that they minimise disruption by ensuring that they fill up water bottles / go to the toilet during lesson changeover / lunch time. Under normal circumstances, students will not be allowed to leave the lesson while learning is in progress and may be challenged by a senior member of staff where this is the case.

The 4 Ls

Remember the 4 Ls!

No lateness

No loudness

No Litter

No bad, hurtful or inappropriate language

Mobile Phones

There are very strict rules about what mobile devices students can bring to school. Please make sure you understand them. You can find out more information [here](#).

Students in Years 7-11 are prohibited from bringing or being in possession of a smartphone device at any time whilst at school, e.g. iPhones, Samsung Galaxy etc. Students in Years 7-11 may bring a traditional/brickphone to school but these devices **must** always be switched off and kept out of sight in a bag or locker whilst on the school site. Phones that are seen by school staff will be confiscated as will those that are in contravention of our policy, usually for three days and a parent/carer will be required to collect them before they are returned. Sixth Form students may bring a smartphone device to school but may only use these or display them in dedicated Sixth Form areas of the school.