



WESTLANDS  
SCHOOL



Year 7  
Information  
Booklet

EXPECT MORE

# Message from Miss Honess

## Miss Honess - Headteacher



### **A very warm welcome to Westlands!**

I'm delighted to add my personal welcome to each and every one of you joining us in our new Year 7. I know that you will be feeling very excited as you prepare to embark on your secondary school journey, and we're incredibly eager to meet you all.

I'm proud of our supportive and inclusive environment, where every student is encouraged to thrive. We have a number of different transition events, including our transition week, which we hope will ensure you feel secure, happy, and confident as you navigate this new chapter.

Get ready to discover new subjects, make lasting memories, and become a valued member of our school community.

We can't wait to see all that you will achieve!

# Meet the Year 7 Team

**Ms Houlker - Year 7 Principal** [sonia.houlker@swale.at](mailto:sonia.houlker@swale.at)



On behalf of all the staff and students, I would like to extend a huge, warm welcome as you join Westlands School. We are absolutely thrilled for you to become a part of our community.

Starting secondary school is a really exciting time, and we understand that you might also have a few nerves. Please don't worry – that's completely normal! Our main goal is to help you settle in, feel safe, and quickly find your feet here. We have a fantastic team of teachers, support staff, and older students who are here to guide you every step of the way.

Westlands School is a place where you will have countless opportunities to learn new things, develop your talents, and make lifelong friends. Embrace the challenges, be curious, and get involved in everything that interests you, whether it is in academic subjects, sports, clubs or creative activities.

We are really looking forward to meeting you all properly and getting to know you over the coming weeks and months. Get ready for an amazing journey ahead!

**Mr Rochester - Year 7 Learning Leader** [connor.rochester@swale.at](mailto:connor.rochester@swale.at)



A huge welcome from me! My main role as your Learning Leader is to help and support your academic progress throughout Year 7. Consider me, as someone who is always here to ensure you are doing well in your lessons, understanding your subjects and making the most of every learning opportunity. This means I will be working closely with your teachers and your Principal Ms Houlker, to make sure you are getting all the support you need to thrive academically. Whether you are finding something challenging or you want to push yourself further, please know that I am here to help and guide you.

**Miss Davis and Mrs Fudge - Year 7 Pastoral Support Managers**

[kayleigh.davis@swale.at](mailto:kayleigh.davis@swale.at)

[tracy.fudge@swale.at](mailto:tracy.fudge@swale.at)



Miss Davis

We are dedicated to looking after our students' overall well-being and making sure behaviour is positive. While our teachers and Ms Houlker focus on academics and day-to-day tasks, we offer a specialised support. We concentrate on the social, emotional, and behavioural side of school life.

Essentially, we are a vital link – connecting students, staff, and home. Our goal is to make sure every child feels safe, supported and completely ready for their learning journey here at Westlands School.



Mrs Fudge

# What Does Westlands Mean to Us?

**Respect:** We lead with respect, valuing ourselves and fostering an environment of care, courtesy, and kindness. We appreciate the invaluable advice and experience our teachers bring to our school.

**Achievement:** Learning is at our heart. We encourage every student to make progress, reach their full potential, and celebrate successes both in and out of school.

**Diversity:** We celebrate our diverse backgrounds, which enrich our school and inspire us all. We are committed to inclusion and providing support for everyone.

**Aspiration:** Living by our motto to "Expect More", we cultivate a lifelong love of learning, encouraging ambition, both academically and in personal development.

**Resilience:** We champion effort and determination, embracing mistakes as learning opportunities. We strive to develop independence and the mental toughness needed to navigate life's challenges.



# The School Day Timings

Arrival to school	8:30am
Period 1	8:35am - 9:30am
Period 2	9:30am - 10:25am
Break	10:25am - 10:50am
Period 3	10:50am - 11:45am
Period 4	11:45am - 12:40pm
Lunch	12:40pm - 1:15pm
Period 5	1:15pm - 2:10pm
Period 6	2:10pm - 3:05pm

## The Equipment you will need

- Black pen
- Pencil
- Rubber
- Ruler
- Pencil sharpener
- Scientific calculator
- PE kits (on your PE days)

In addition to the basic list above, the following are strongly recommended and encouraged:

- Protractor
- Pair of compasses with small pencil

## Mobile Phones

Mobile phones may be brought to school for use on the way to and from school. Mobile phones are not to be used once on the school site. We are a phone free school. If a phone is seen, heard, used or found to be used on the school site it will be confiscated. Any confiscated phone will need to be collected from the main school office by a parent or carer only.



# School Uniform

Uniform	Expected	Supplier	Not acceptable
<b>Blazer</b>	Navy blue with a school badge on the breast pocket. Pupils must carry blazers with them at all times.	Forsters or Eastenders	Students are not permitted to wear their blazer with the sleeve rolled up.
<b>School Trousers</b>	Grey or black, formal straight leg, regular fit.	Any uniform retailer	Skinny, bootleg or kick flare trousers are not permitted.
<b>School Skirt</b>	Knee length grey, either straight with a kick pleat or pleated skirt. Stretch skirts are not permitted.	Any uniform retailer	Stretch skirts, skirts that are worn rolled at the waistband or skirts which are not worn at an appropriate length are not permitted. If any student repeats these uniform infringements they will only be permitted to wear trousers to school.
<b>School Shirt</b>	Plain white with standard collar and a top button. These must be worn tucked into the waistband of trousers or skirt.	Any uniform retailer	Any clothing worn under the shirt or blouse must not show above the collar or have logos or wording that are visible through the material of the shirt or blouse.
<b>School Jumper</b>	Mid-grey or navy blue with 'v' neck (no logos).	Any uniform retailer	Sweatshirts, jumpers, hooded fleece tops or similar items are not permitted. Pupils may wear additional items of clothing under their shirt or blouse for extra warmth, but these must not show above the collar or below the sleeve nor have logos or wording that are visible through the material of the shirt or blouse.
<b>Socks</b>	Grey, navy blue, black or white ankle socks only.	Any uniform retailer	Long, knee-high socks, socks with bows or any form of logo or text are not permitted.
<b>Tights</b>	Neutral, navy blue, black or grey.	Any uniform retailer	Patterned tights or leggings are not permitted.
<b>Shoes</b>	Formal, leather or leather style, black with low heels, suitable for school.	Any uniform retailer	Shoes, which are backless or have open toes, sling-backs, high heels or boots are not allowed. Shoes should not be decorated in any way. Trainers must not be worn in place of shoes.
<b>Tie</b>	Westlands School blue striped tie. Worn in a formal style, properly knotted and tied to an acceptable length showing five stripes below the knot and done up to the top button of the shirt.	Any uniform retailer	Ties must not be tucked into shirts or blouses, have the threads pulled nor be coloured in.

<b>PE Kit</b>	<ul style="list-style-type: none"> <li>● Westlands rugby top.</li> <li>● Westlands plain blue shorts.</li> <li>● Westlands polo t-shirt.</li> <li>● Westlands skort</li> <li>● Jogging bottoms. Navy blue unbranded or with the school badge.</li> <li>● Socks – navy blue knee-length socks.</li> <li>● Shin pads and football boots, where needed.</li> <li>● Trainers</li> </ul>
<b>School bag</b>	A bag that will fit an A4 book or folder
<b>Uniform Card</b>	A physical card given by the school that is carried by each student. The uniform card serves as a record that can be easily accessed by staff and used to communicate with parents.
<b>Jewellery, Earrings and Makeup</b>	<p>Students are not allowed to wear jewellery, which includes earrings, other piercings and bracelets. The only exception is a wristwatch. Any jewellery which is worn to school will be confiscated. Items will then be taken to the school office for collection from a parent or carer only.</p> <p>Discreet, natural make-up is allowed; however, any form of painted or acrylic nails, unnatural fake eyelashes or brightly coloured make-up is not.</p>

### Preloved Uniform

We understand that buying new school uniform can be a significant expense, and we are committed to supporting our families. Our new shop offers a range of high-quality, used uniform items at affordable prices. It's not only a great way to save money but also an excellent opportunity to contribute to a more sustainable community. Please do not hesitate to contact Mrs Bean [madeline.bean@swale.at](mailto:madeline.bean@swale.at) for more details.



# Behaviour Expectations

Our goal is for students to enjoy learning and achieve their best. We want to spark their curiosity and a lifelong love of learning. Through our RADAR values curriculum, we aim to empower every student to become an independent, resilient, kind and responsible citizen, ultimately helping them reach their full potential.

We believe that every child has the right to learn in a safe and secure environment. Disruptive behaviour hinders learning and can negatively impact other students' futures. That is why we are committed to maintaining an orderly atmosphere where all learners can thrive.

## Behaviour Support Call

If a student presents a serious or persistent disruption to learning, a Behaviour Support Call may be made. Students will be instructed to leave the classroom by a member of staff and taken to the Behaviour Support room. They will be asked to complete a Reflection Sheet which is designed to help pupils reflect on their behaviour and also provides the year group team the opportunity to hear the student's views. They will then be provided with meaningful work to be completed for the remainder of the lesson. They will be issued with a report and given an automatic lunch time detention (15 minutes to be completed within 2 days). The report will be monitored by the year team for the next six lessons. Failure to successfully complete and pass the report will result in students being placed into the Consequence and Intervention Room (CIR).

## WESTLANDS SCHOOL

At Westlands we demonstrate our **RADAR** values in every lesson. We do this by following the Classroom Code

### Classroom Code

- Be on time and ready to learn.
- Follow your teacher's instructions.
- Be positive and purposeful about your learning.
- Always try your best
- Remember that everyone has the right to learn in this classroom.

Radar Values



## WESTLANDS SCHOOL

At Westlands we treat each other with **RESPECT** in the corridors. We do this by following the Corridor Code

### Corridor Code

- Behave in a calm manner.
- Treat other students and staff with courtesy.
- Walk at a quick pace, getting to your lesson on time.
- Avoid any distractions.

Radar Values



# Rewards and Achievement

At Westlands School we recognise the importance of rewarding students for the positive things they do. Students are rewarded by staff throughout their day using a variety of different ways. Our rewards system is based around our school RADAR values, but also allows for students to be praised for showing hard work and excellent effort.

## Positive behaviour points

Students can receive positive points from staff, who add these to a student's electronic profile.

Points can be earned for:

- Demonstrating kindness
- Participation
- Effort
- Aspiration
- Resilience
- Respect
- Great improvement
- Classwork
- Homework

These points help students to work through the different levels of the reward system. Achievement assemblies also take place each term to congratulate students' achievements and issue rewards.

The points students have achieved can be viewed in My Child At School (MCAS) for parents/carers and the Student Portal for students. For more information on both of these systems please see our website.

## Praise postcards

When students show constantly high levels of effort and achievement, or they do something particularly special, staff have the opportunity to send a praise postcard home in acknowledgement. Receiving a praise postcard is a special recognition and students should feel proud of what they have achieved.



# Safeguarding

Westlands School is committed to safeguarding our students, staff and visitors. We work with outside agencies in line with 'Working Together to Safeguard Children 2023' and 'Keeping Children Safe in Education 2024' to promote the safeguarding and wellbeing of all students and staff.

Our safeguarding team at Westlands School, comprises of community members who can address any concerns. Please contact the Designated Safeguarding Lead, Mrs Giles [adelle.giles@swale.at](mailto:adelle.giles@swale.at) (who also leads on Mental Health and Online Safety), Safeguarding Support Officer Mrs Payne, [kate.payne@swale.at](mailto:kate.payne@swale.at) Safeguarding Administrative Assistant, Miss Donegan, [kate.donegan@swale.at](mailto:kate.donegan@swale.at) or any Deputy Designated Safeguarding Lead.

## Deputy Designated Safeguarding Leads (DDSLs)

Year 7 Community	Ms S. Houlker	<a href="mailto:sonia.houlker@swale.at">sonia.houlker@swale.at</a>
Year 8 Community	Mr L. Cregeen	<a href="mailto:lee.cregeen@swale.at">lee.cregeen@swale.at</a>
Year 9 Community	Mr M. Robbins	<a href="mailto:martin.robbins@swale.at">martin.robbins@swale.at</a>
Year 10 Community	Dr R. Clark	<a href="mailto:richard.clark@swale.at">richard.clark@swale.at</a>
Year 11 Community	Mrs A. Williams	<a href="mailto:amber.williams@swale.at">amber.williams@swale.at</a>
Year 12 and 13 Communities	Mrs L. Silvester	<a href="mailto:lucy.silvester@swale.at">lucy.silvester@swale.at</a>
SENCO	Mrs J. Graves	<a href="mailto:jamie.graves@swale.at">jamie.graves@swale.at</a>
Deputy Headteacher	Mr G. Sayers	<a href="mailto:gary.sayers@swale.at">gary.sayers@swale.at</a>
Child in Care Coordinator	Mr R. Samuel	<a href="mailto:richard.samuel@swale.at">richard.samuel@swale.at</a>

## Reach Out - Report Kindness/Unkindness

On our website ([www.westlands.org.uk](http://www.westlands.org.uk)) there is also an opportunity for students to report kindness and unkindness. The buttons on the website look like this:

REPORT KINDNESS →

REPORT UNKINDNESS →

All students are encouraged to report any safeguarding concerns to a member of the Safeguarding Team or their trusted adult in the school.

# ParentPay

In an attempt to remove all cash and cheques from school we are asking all parents to only use our e-payment method to pay for trips, music lessons etc. This can be accessed online using a secure website called ParentPay or in cash at local stores where you see the PayPoint logo.

## New to ParentPay?



Please visit [www.parentpay.com](http://www.parentpay.com) and activate your account via the Account Login area on the home page of this site. We will be posting home your login details during the first week in September.

## Already have a ParentPay account?

If you already have a ParentPay account, either with our school or another ParentPay school, you can simply login to that account and add your other children via the Add a Child tab on your home page. You will need an activation username and password to do this. This will be posted to you in due course.



# Canteen Menu

The school canteen is open to all Year 7 students and provides hot meals as well as snacks and drinks before school (hosting Breakfast Club from 8am), during break and at lunchtime. The school canteen is run by CUCINA Catering. The school canteens run a cashless payment system accessed using ParentPay.

Students are welcome to bring a packed lunch. For the safety of all, we are a nut-free school, and fizzy or energy drinks are not allowed

## School Food Just Got a SERIOUS UPGRADE

Get a taste of what to expect from your new school's food court!

### MORE THAN JUST LUNCH!

At secondary school, food isn't just for lunchtime...

**✓ BREAKFAST**  
Start your day right! Grab toast, cereal, yogurt, or a hot snack before your first lesson.

**✓ BREAKTIME**  
Need a mid-morning boost? Pick up hot wrapped rolls or PowerBites pots - noodles, rice, and more - for snack pots and bakes to keep you going until lunch.

**✓ LUNCHTIME**  
Your main event! From hot meals to street food style dishes and grab-and-go options, you've got loads to choose from.

**✓ AFTER SCHOOL**  
Pick up a snack on your way out, whenever you're hungry, we've got you covered!

Meal deals available!

Each day, choose from:

- Hot main meals or 'grab-and-go' takeaway items
- Sandwiches, wraps, pasta pots, salads & jacket potatoes
- Street food style dishes made your way
- Savoury snacks, fruit pots, home bakes, and much more

TIME TO TAKE CHARGE OF WHAT YOU EAT...

## WHAT'S ON THE MENU?

From the global flavours of our StreetVibes range to a light and refreshing option from Chill Deal, there's a choice to match every mood, every day!

Look out for the Free School Meal logo! Anyone who receives a FSM can choose a great meal!

### DAILY MEAL DEALS & OFFERS

We've got great food at great value - whether you're in the mood for something hot, cold, or totally street food inspired.

### Hot Meal & Dessert

Pick from daily hot meals of favourites such as baked jacket potatoes and pasta pots and combine with a hot beverage, dessert or a piece of fruit.

StreetVibes is here Tuesday - Thursday

Mix things up midweek with our StreetVibes street food.

Choose your base (like noodles, rice or a wrap), add your protein, then top it your way.

There's something new each week - from zesty noodles to loaded soups and saucy wraps.

Visit the restaurant to see what's on!

Grab a thick cold pasta Chilli Deal 4 items marked with the Chill Deal sticker including fried rolls, wraps, chicken, fish, and more from bakes.

LOOK OUT FOR THE CHILL DEAL STICKERS!

Cucina

## AND THERE'S MORE...

Love to snack or graze your way through the day? We've got plenty to keep you going - available at break and lunch!

**POWERBITES**  
Hot snack pots packed with flavour at a small price!

**BAKERY FAVOURITES**  
Flapjacks, muffins, pastries and more are baked fresh daily.

**HOT & COLD DELI PICKS**  
From fresh filled rolls and hot wraps to salads and sushi pots, our deli range is ideal for mixing it up or grabbing a lighter bite.

## THEME DAYS

Look out for special pop up themed menus to mark big occasions!

**BITE INTO BRITISH FOOD**  
FOOD FOR INSPIRATION

**MEXICAN INSPIRED MENUS**

**FANTASTIC FESTIVE FOOD**  
IT'S BEGINNING LIKE CHRISTMAS!

Our theme days bring action packed fun to the restaurant. From festive food celebrations to opportunities to experience new flavours from around the world, there's always something fun and delicious to explore. Visit us in September to find out what's in store for 2025/2026!

### GOT AN ALLERGY OR INTOLERANCE? NO PROBLEM!

All our dishes come with full ingredient and allergen information, and any pre-packaged items are clearly labelled with the 14 major allergens.

Need extra support? Our Allergen Buddies are here to help you choose safely, answer questions, and make sure you can eat with confidence every day.

### DID YOU KNOW...?

School food is fresh, tasty, and great value - with menus created by expert chefs and nutritionists.

- ✓ Better value than most packed lunches or high street alternatives
- ✓ Balanced for energy, focus & fuel for the school day
- ✓ 99% of our food is prepared on site and cooked fresh each day
- ✓ Options suitable for a wide range of diets, cultures & preferences
- ✓ Independently endorsed, including accreditations from the Vegan & Vegetarian Society and Marine Stewardship Council (MSC) and Marine Conservation Society (MCS)
- ✓ Clear allergen labelling & Allergy Buddy support
- ✓ High food safety standards & eco-friendly packaging
- ✓ Relaxed spaces, friendly service & contactless payment

**SAVE OVER £500 PER YEAR!**

You could be eligible for free school meals.

Check your eligibility at: <https://www.gov.uk/apply-free-school-meals> or scan here:

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- Relaxed spaces, friendly service & contactless payment
- High food safety standards

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Get a taste of what to expect from your new school's food court!

### year7 CHECKLIST

- ✓ The year 7 meal deals are available every day on your account before lunch. Check if you're eligible to be added to your account.
- ✓ Free School Meals (FSM) - If you have a child who is eligible for FSM, you can apply for a free school meal.
- ✓ Head to the restaurant, speak up and look out for the Chill Deal stickers when you're ordering, they can help you decide what to eat!
- ✓ Pick your meal - choose from hot meals, handbakes or chilled grab-and-go options. From hot to handbakes!
- ✓ Food allergy or intolerance? Just speak to any member of staff who will be happy to help.
- ✓ The something new? If you want to try a new dish and see what it's like, try it!
- ✓ Share the joy - if you're happy to try a new dish, share it with your friends!
- ✓ Enjoy the day - relax and enjoy!
- ✓ If you have any questions, our staff are always ready to help.

Meal deals available!

Each day, choose from:

- Hot main meals or 'grab-and-go' takeaway items
- Sandwiches, wraps, pasta pots, salads & jacket potatoes
- Street food style dishes made your way
- Savoury snacks, fruit pots, home bakes, and much more

TIME TO TAKE CHARGE OF WHAT YOU EAT...

Cucina

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LOOK OUT FOR THE CHILL DEAL STICKERS!

**Parents - if you think you may qualify for FSM, check here**

Check eligibility at: [www.gov.uk/apply-free-school-meals](https://www.gov.uk/apply-free-school-meals)

**SAVE OVER £500 PER YEAR!**

# Important Dates

<b>Term 1</b> Term 1 Starts: Monday 1 September 2025 Term 1 Ends: Friday 17 October 2025 Holiday: Monday 20 October 2025 – Friday 31 October 2025 Staff development day: Monday 1 September 2025 & Friday 26 September 2025 (provisional)	<b>Term 2</b> Term 2 Starts: Monday 3 November 2025 Term 2 Ends: Friday 19 December 2025 Holiday: Monday 22 December 2025 – Friday 2 January 2026
<b>Term 3</b> Term 3 Starts: Monday 5 January 2026 Term 3 Ends: Friday 13 February 2026 Holiday: Monday 16 February 2026 – Friday 20 February 2026 Staff development day: Monday 5 January 2026	<b>Term 4</b> Term 4 Starts: Monday 23 February 2026 Term 4 Ends: Friday 27 March 2026 Holiday: Monday 30 March 2026 – Friday 10 April 2026
<b>Term 5</b> Term 5 Starts: Monday 13 April 2026 Term 5 Ends: Friday 22 May 2026 Holiday: Monday 25 May 2026 – Friday 29 May 2026	<b>Term 6</b> Term 6 Starts: Monday 1 June 2026 Term 6 Ends: Monday 27 July 2026 Staff development day: Friday 3 July 2026 (provisional) Monday 27 July 2026

## Westlands Parent Forum: Your Voice in Our School

The Westlands Parent Forum is a group of parents and carers dedicated to enhancing the educational and life experiences of all students. We aim to foster genuine participation by providing an inclusive and accessible platform for your voice.

The forum meets termly to:

- Consult with parents and carers on school decisions.
- Help you learn more about Westlands School.
- Offer opportunities to get involved.
- Facilitate networking among parents and carers.
- Gather valuable insights into parental views and experiences.
- Share information about the support we offer students.

We believe in a strong partnership between the school and our families, valuing not only academic achievement but also a positive ethos and a wide range of extracurricular opportunities.

Dates for the Parent Forum are yet to be decided.

# Forthcoming Dates

**Tuesday 2 September** - First day! We are really looking forward to meeting all students and helping them settle into their new school.

Please ensure Year 7 students arrive through the Westlands gate entrance, via Westlands Avenue. Members of our community staff will be there to meet and greet students and help them find their way on their first day.

**Thursday 11 September 2025** - Year 7 Information Evening. Parents will have the chance to meet with the Year 7 team and gain valuable insights into how to best support your child throughout their journey at our school.



**Thursday 25 September 2025** - Open Evening. This event is a fantastic opportunity for prospective students and their families to experience what makes our school so special. Many of our current students fondly remember walking around last year as prospective Year 6 pupils themselves!

To allow for preparations, school will close at 12:40 PM on the day of the Open Evening. Please don't be surprised if your child's teachers ask them to help out during the evening. Our students are our best ambassadors and can provide invaluable insights and feedback to the new Year 6 pupils who will be visiting.

**October (Date TBC)** - Maths and Science Evening

**Thursday 13 November 2025 & Thursday 20 November 2025** - Year 7 Parents' Evening. This will be a valuable opportunity for you to meet your child's new teachers in person.

**January (Date TBC) 2026** - Literacy and Modern Foreign Languages Evening

**Monday 5 January 2026** - Staff Development Day

**Friday 3 July 2026** - Staff Development Day

## Communication Home



Timetables  
Reports  
Behaviour points



Parents' Evening booking system



Lesson resources  
Homework



**WESTLANDS**  
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Westlands School | Westlands Avenue | Sittingbourne | Kent | ME10 1PF