



Joining
Kelvin Hall
School

2025

Year 6 Transition

Dear Parents and Students,

Moving from primary to secondary school is an exciting and significant event. It is an important milestone which for many parents and carers and teachers marks a change in expectations regarding life skills such as independent working and self- organisation. At Kelvin Hall School students are expected to cope with a wide variety of new experiences, many of which demand new skills and abilities.

This booklet aims to provide you with the information you need to enable your child to make a smooth and successful start at Kelvin Hall.




Ofsted

Good
Provider

"Personal development is a strength of the school. The wider curriculum exposes pupils to important concepts and ideas that prepare them well for life beyond school".

Ofsted

DIFFERENCES

The main differences between **primary** and **secondary** school...

When students start Kelvin Hall, they have to learn to be more independent in the way they work. Most children will have to travel further and some will be making their own way to school for the first time. They wear a new uniform and have new rules to follow.

To help them remember their classes, students use a school planner to record their timetable, homework and other important information.

It is also an expectation that your child is fully responsible for ensuring that they have the correct equipment with them every day.

Lunch time is organised differently and students have more independence in terms of returning to lessons on time as well as buying their own lunch on site.

In general, students at Kelvin Hall are expected to be more independent, self-reliant and self-organised, which is a welcome, yet challenging development for most.

PRIMARY SCHOOL

AROUND 250 - 400 STUDENTS

1 TO 2 TEACHERS

SAME CLASSROOM

CLOSE TO HOME

BOOKBAG, DRAWER

EQUIPMENT PROVIDED

HOMEWORK ONCE A WEEK

HOME FOR LUNCH

SECONDARY SCHOOL

AROUND 1,600 STUDENTS

DIFFERENT TEACHER FOR EACH SUBJECT

DIFFERENT ROOM FOR EACH SUBJECT

FURTHER AWAY FROM HOME

OWN LOCKER

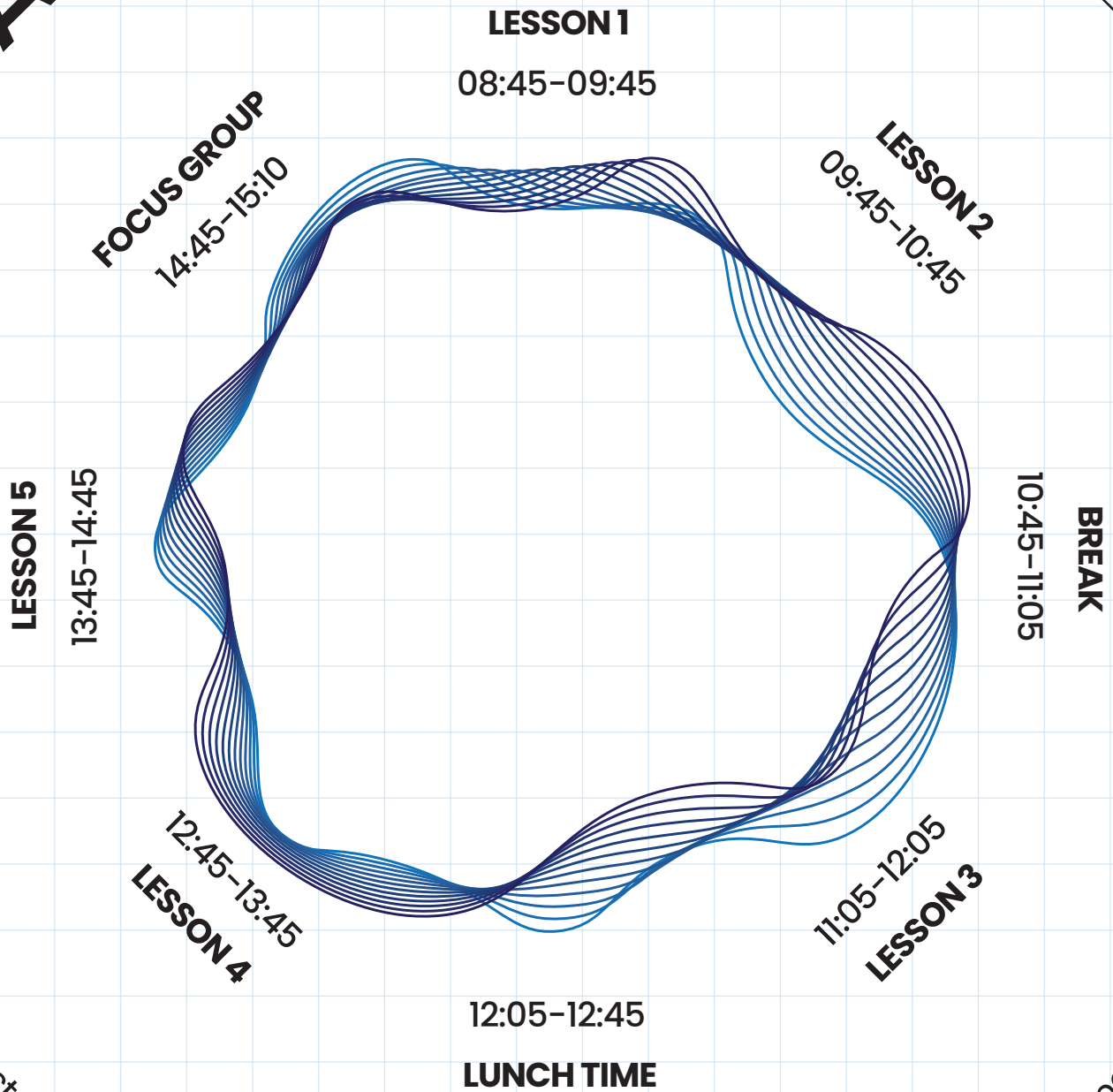
EQUIPMENT TO BE BROUGHT IN

REGULAR HOMEWORK

ALL STUDENTS ON SITE

A Typical Day

at Kelvin Hall School



Lessons start at 08:45 and students must be in school no later than 08:40 each morning

AT THE RIGHT PLACE

Until they are familiar with their new routine, moving around the school to different classrooms and being on time for each lesson can make some students a little anxious. Staff understand this and will help.

There are things that you can do at home to help your child adjust to their new routine:

- Have a look at your child's timetable in their planner each night and refer to it at home so your child becomes familiar with it.
- Encourage your child to learn what lessons they have each day so that they can become more independent.
- Make sure your child knows what to do if they are late or cannot find their next class.
- Encourage your child to carefully pack their school bag each night with everything they need for the next day.

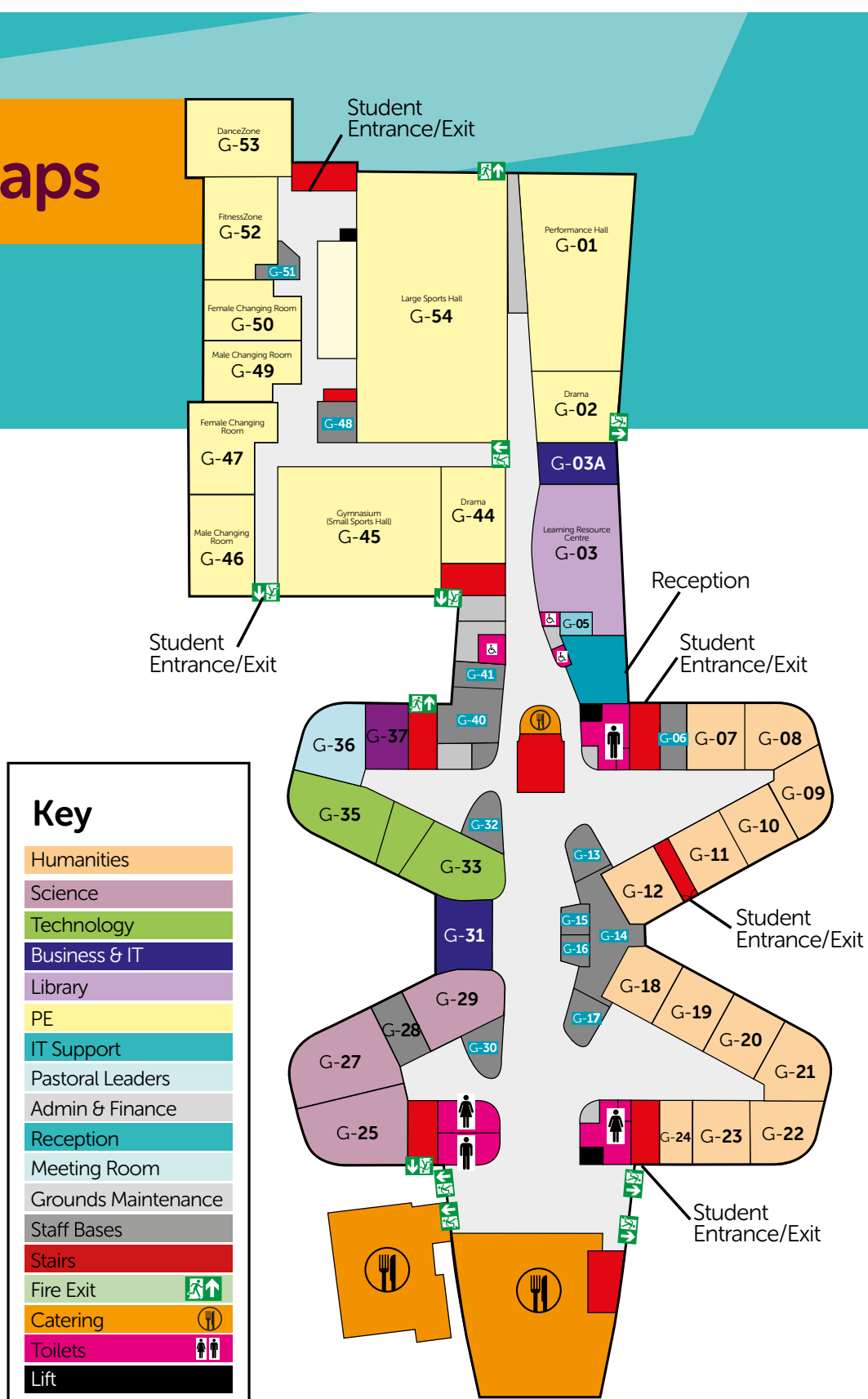
PUNCTUALITY

It is very important that students are on time for all of their lessons. All students must arrive by 08:40 so they can take their belongings to their locker and arrive to Lesson 1 on time at 08:40.

AT THE RIGHT TIME


Maps

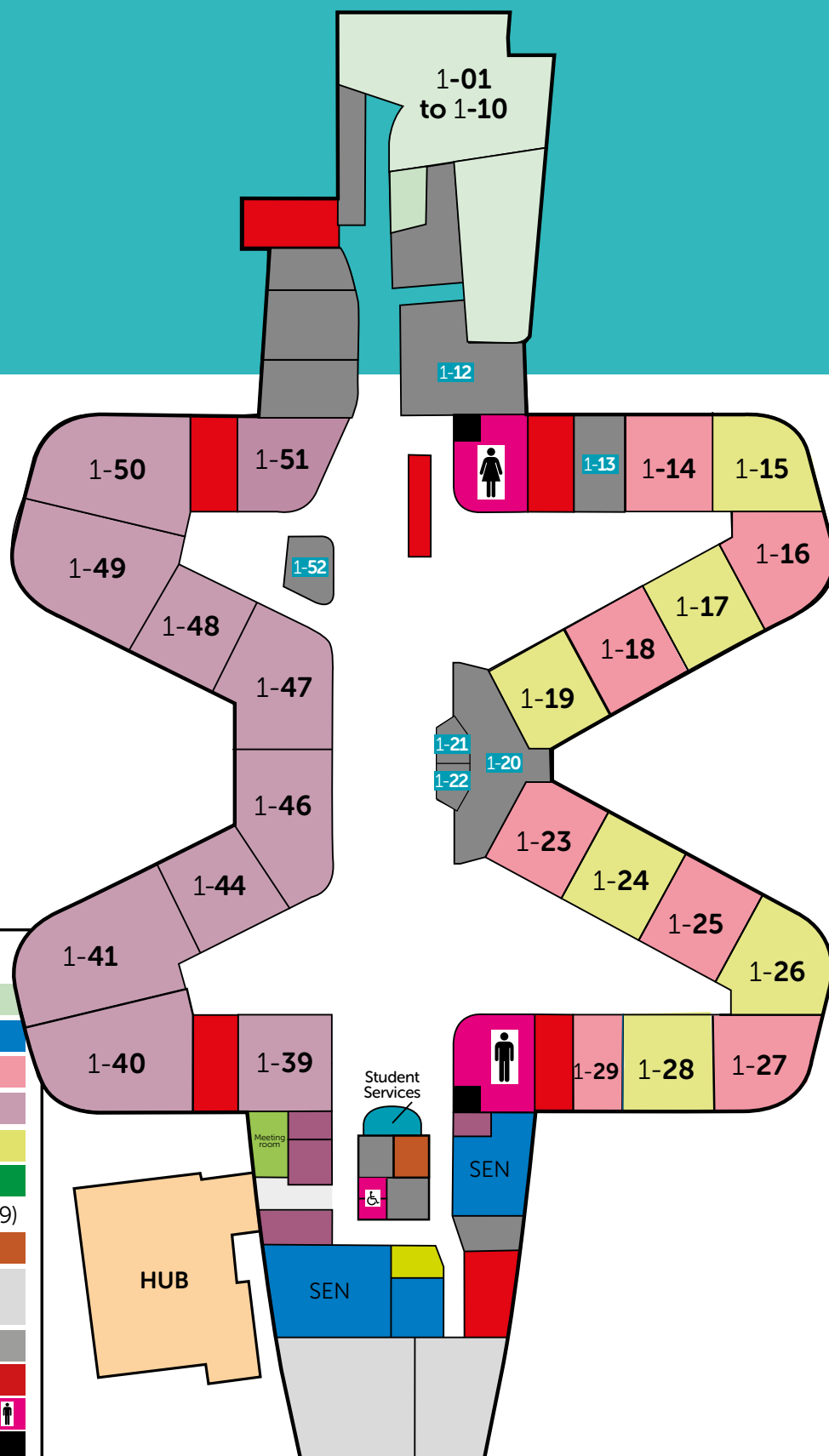
Ground Floor



1-01
to 1-10

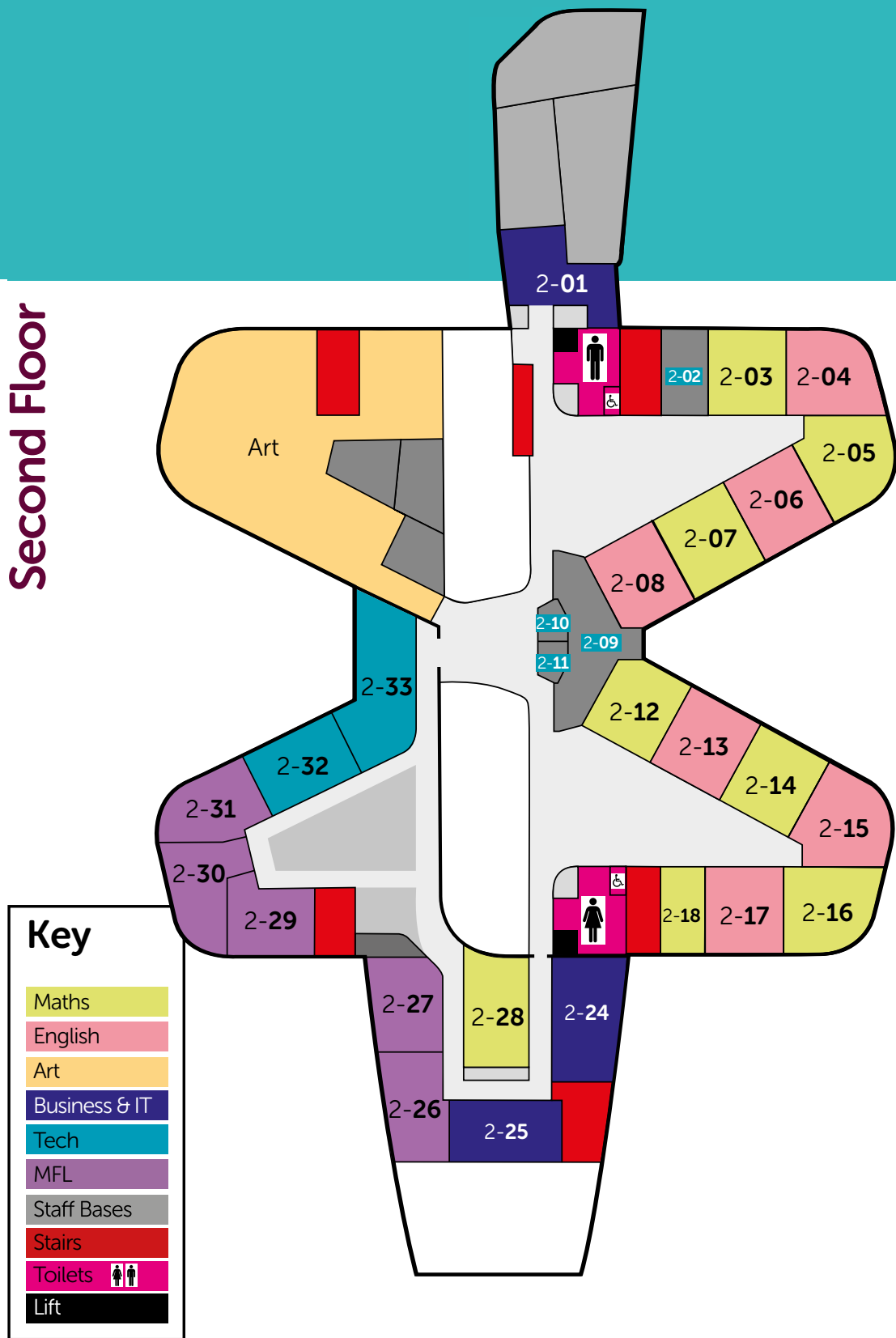
Key

Music	
SEN	
English	
Science	
Maths	
Humanities	
First Aid (1-129)	
Careers	
Grounds Maintenance	
Staff Bases	
Stairs	
Toilets	
Lift	



Our School

Second Floor



UNIFORM

School uniform plays a valuable role in contributing to the ethos at Kelvin Hall and setting the appropriate tone in school. In common with most schools in England, we have a school uniform and rules on appearance that we require all students to follow.

Uniform details can be found at: www.kelvinhall.net/uniform



We believe that the wearing of a uniform:

- instils pride;
- supports positive behaviour and discipline;
- encourages school ethos and identity;
- ensures all students are included and feel welcome;
- protects children from social pressures to dress in a particular way;
- promotes good relationships.

Above all, we believe that school uniform indicates a student's readiness for work and therefore supports effective teaching and learning.

The school has worked to ensure that all items of uniform are as affordable as possible.

Parents who have difficulty purchasing the uniform should contact the school to discuss available support.



SCHOOL STRUCTURE

Senior Leadership

At Kelvin Hall, we have:

- a Headteacher
- three Deputy Headteachers
- Assistant Headteachers.

All have key areas of responsibility.



Focus Groups

Your child will be placed in a Focus Group with a teacher who will get to know your child well, as students will be in their Focus Group in Period 6 every day.

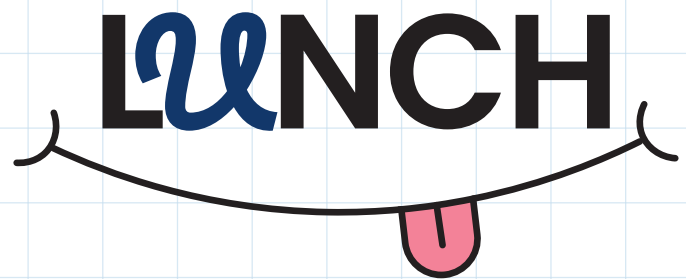


Pastoral Year Teams

Students can speak to their pastoral year teams when they need help or guidance.

Your child's pastoral year team will be involved in many different aspects of the school day and will be able to offer your child support in many different areas.

Year Leaders work with students and other members of staff regarding discipline and behaviour issues.



PAYING FOR MEALS

Students pay for their meals via their 'ParentPay' card which is topped up with money in advance. The card enables them to buy food and drink without having to bring cash to school.

Cards should be credited from home using the 'ParentPay' link on the school website.

If your child receives of a free school meal, you do not need to do anything, the money will be credited to the account each day.

The school cafeteria cannot accept cash. All students and staff use their cards.

Please ensure your child brings their card every day so they can have lunch and snacks.



REPLACEMENT CARDS

If you child loses their card, the charge for a replacement is £2. New cards can be purchased on our [ParentPay Shop](#), or in school, at Student Services, located on the first floor.

FREE SCHOOL MEALS

Kelvin Hall offers a free meal service so that all students are able to enjoy a good quality, nutritious meal during the day.

Parents and carers can claim a free meal for their child or children, depending on certain conditions.

You can apply for free school meals if your child attends a Hull school or Sixth Form on a full-time basis (this includes Hull College 14-16 direct entry, academies and free schools) by registering on My School Portal and completing the online form.

You must be in receipt of one of the following benefits:

- income support;
- income based jobseekers allowance;
- income related employment and support allowance (ESA – IR);
- universal credit if the household is earning less than £7,400 per year;
- asylum seekers (receiving support under Part VI of the Immigration and Asylum Act 1999);
- the guaranteed element of state pension credit
- child tax credit (with an annual income of no more than £16,190 as assessed by the Inland Revenue);
- working tax credit run on – paid for four weeks after you stop qualifying for working tax credit;
- if you are over 16 years of age and are receiving one of the above qualifying benefits.



If you qualify for free school meals, not only will you child receive free meals, but our school will receive additional funding to support students.

To apply for free school meals, the person who receives the qualifying benefit should complete the online application form at <http://www.hullcc.gov.uk/freeschoolmeals>

The form can be downloaded from our website or by calling Reception if you would like one posted to you.

The form must then be posted to:

The Specialist Team, Hull City Council, Freepost
RSJC-KKBE-ABXZ, PO Box 15, Hull HU1 2AB

OR Handed in – to any of the Council's Customer Service Centres.
Alternatively, you can hand your form in to Reception who will post it for you.

ATTENDANCE

Good attendance is fundamental to raising achievement. Here at Kelvin, we expect 96% and above from all our students.

The aim of the school's attendance policy is:

- To encourage all pupils to attend school regularly and promptly, achieving an attendance rate that enables them to progress and fulfil their potential
- To encourage positive attitudes to the school and attendance from the parents of the pupils and the wider community
- To implement a whole school policy on attendance and ensure that staff are acting on it
- To reduce unauthorised absences within the school at all levels – whole school, year group, class, individual and internal truancy
- To reward good attendance and punctuality in keeping with the rewards system in the school
- To set individual targets for all pupils.

Good attendance is critical to continue the progress that we have made at Kelvin Hall School. It is a fundamental and basic responsibility of all staff to maximise and encourage good attendance on a day-to-day basis and in their strategic and longer-term decision-making and planning.

The school has an attendance team who are responsible for specific action, but attendance is the responsibility of all. Parents and students are part of the partnership to improve attendance.



REPORTING AN ABSENCE

If your child is going to be absent, please call our Attendance team on 01482 342 229, before 08:40.

Alternatively, you can also report an absence using the StudyBugs app.

EQUIPMENT

EQUIPMENT

Please ensure that your child brings the following equipment to school every day...

• pens (blue, black, red and green) • pencils • ruler • rubber • pencil sharpener • school planner • bag

STUDENT PLANNERS

Every student at Kelvin Hall is given a planner to record their homework and so that messages can easily be exchanged between home and school. Students must bring their planner every day as it is a vital piece of school equipment.

The planner must be kept in good condition. The cost of replacement is £5.

SPECIALIST EQUIPMENT

Keep an eye on your child's timetable and help them make sure they are fully prepared for lessons such as Food Technology or PE as these require specific equipment to be brought in to school.

SCHOOL CARDS & LANYARD

Every student has an ID card that they need to bring to school every day. The card is used so that your child can print work as well as pay for lunch and snacks. Students can purchase a replacement card for £2. Students can purchase a lanyard and a cardholder for £1 on the ParentPay Shop, and a lanyard on its own for 50p from Student Services. Students will be taught how to use the printers.

LOCKERS

The school provides a locker for every student so they can store their outdoor clothing and equipment for lessons.

Lockers require a deposit of £3 and are assigned to each student. Most Year 7 lockers are on the ground floor. It is important that students keep their locker key safe and bring it to school every day. A replacement locker key is £3.

CHECKLIST

EQUIPMENT

- Pens (blue, black, red, green)
- Pencils
- Ruler
- Rubber
- Pencil sharpener
- School planner
- Bag
- School ID Card

SPECIALIST EQUIPMENT

- Food Technology
- PE

Equipment can be purchased from Student Services or Year Leaders.

Pens	10p
Pencil	10p
Ruler	10p
Rubber	10p
Sharpener	10p
Lanyard	50p

SCHOOL *EXPECTATIONS*

Students are expected to be well-behaved and to take responsibility for themselves and their own learning. There are a set of expectations that students must follow in the classroom to ensure they behave accordingly.

There are also a few rules that apply across the school:

OUTDOOR CLOTHING

Coats, hats, and scarves must be removed on entering the school building, and taken to a locker.

JEWELLERY

One small stud per lobe is allowed. A watch is allowed. All other jewellery is not allowed in school. This includes necklaces, rings, bracelets, body and facial piercings.

HAIRSTYLES AND MAKEUP

We allow natural makeup and accept a wide range of hairstyles. All we ask is that student's hair is smart, and of natural colour. Eyelashes should be of natural appearance, false eyelashes are not allowed.

NAILS

Nails must be of a short, safe length. The school does not allow false nails or any other decorative embellishments.

CHEWING GUM

Chewing gum is not permitted, for both students and staff.



FACILITIES

The school building has a wide range of modern facilities specially designed to help students reach their potential.

There are 'Working Areas' on each floor of the school. During lesson time, these areas are only to be used for work or revision tasks set by the class teacher for that lesson.

LEARNING RESOURCE CENTRE

The school has a Learning Resource Centre (LRC). This includes the school library and also gives students access to computers.

Students can become a member of the Library in school and may borrow one book for up to three weeks.

Standard library procedures apply, including returning books on time and in good condition. Eating and drinking is not allowed in the LRC.

VALUABLES

The school cannot accept responsibility for loss of any valuable items including jewellery, mobile phones or bikes, even if locked in the schoolbike storage area.

Expensive items such as mobile phones, tablets or expensive jewellery should be left at home.

In practical lessons such as PE, students will be asked to remove all jewellery for safety reasons, so it is sensible for students to avoid wearing jewellery to school on these days.



IN THE EVENT OF FIRE

A FIRE WILL
BE INDICATED
BY THE
CONTINUOUS
SOUNDING
OF THE FIRE
ALARM

What to do

- Leave the building by the nearest safe route directed by your teacher.
- Leave all your belongings behind. Your teacher will see you out of the room and direct you.
- Walk quickly and quietly.

Where to go

- Use the **GREEN** fire exit signs to leave the building and head to the M.U.G.A (Netball Court).

Multi Use Games Area

On the **M.U.G.A**:

- Line up in front of your **'Focus Group'** sign.
- Stand **quietly** in single file facing the school.

Rear of School Building

Entrance to M.U.G.A

Entrance

YEAR
11

YEAR
10

YEAR
9

YEAR
7

YEAR
8

All staff to join relevant Year Group as appropriate

ONCE THE ALARM IS SOUNDED THE FIRE PROCEDURE SHOULD BE FOLLOWED BY EVERYONE

PROGRESS EVENINGS

Due to the large number of students attending Kelvin Hall and that each child has several teachers, Progress Evenings are organised differently than at primary school.

We have arranged formal opportunities for parents to meet with teaching staff every year.

If you would like the dates for Progress Evenings in advance, please contact the School Office or check the school website.

These Evenings provide an opportunity for staff to tell you about academic and social aspects of school and you will be able to ask questions or raise any concerns you may have.

Appointment times are arranged via Arbor, our school online system - details are given in advance.





CONTACTING KELVIN HALL

When you call the school you will hear a recorded message giving you the opportunity to speak to different departments or to hold for Reception.

Reception will forward your enquiry to the most relevant person.

Please note, many staff members teach all day and carry out Break and Lunch duty.

This means that they may not always be able to return your call immediately.

Please check the school website in order to keep up to date with school news and information.

(01482) 342229

info@kelvinhall.net

www.kelvinhall.net

KEY CONTACTS

Mr Roe – CEO of the Thrive Trust

Mr Cavanagh – Trust School Development Lead (Secondary)

Mr Leng – Headteacher

Mrs Grandidge – Deputy Headteacher & DSL

Mrs Piercy – Deputy Headteacher

Mr Shaw – Deputy Headteacher

Miss Lowthorpe – Year Leader

Miss Pedder – Assistant Year Leader

Miss Stanford – Student Support Officer

Mrs Allen – Attendance Welfare Officer

Mrs Fowler – Family Engagement Officer

Mrs Pratt – SENCo



