



# Parent/Carer Handbook

Taking you step-by-step through your child starting secondary school at Sir Jonathan North Girls' College.

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**SIR JONATHAN NORTH  
GIRLS' COLLEGE**  
Lionheart Educational Trust

# Welcome

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## ***A very warm welcome to Sir Jonathan North Girls' College***

A purposeful, ambitious and welcoming learning community in which students, staff and parents work together to ensure outstanding outcomes for our young people.

Sir Jonathan North seeks to give students an outstanding educational experience. We are acutely aware that every young person gets 'one shot' at education and we must make it the very best for everyone. At Sir Jonathan North the goal for our students is to gain rich and varied experiences that enable them to apply to the University or apprenticeship of their choice.

## **Our Vision and Values**

We believe you will be impressed by our high expectations, quality of teaching, vibrant learning environment and our motivated students.

## **Information**

In this handbook, you will also find lots of useful information and the answers to some frequently asked questions. If you have any questions that are not answered, please contact the school office on [contactus@sirjonathannorth.org.uk](mailto:contactus@sirjonathannorth.org.uk) and we will be happy to help!

We look forward to working in partnership with you and getting to know you and your child.

# Key information



## Times of the school day?

- Start of the day: 8:30am
- Morning break: 10:25-10:45am
- Lunch break: Lunch A 12:25 - 1:05 pm Lunch B 1:15 - 1:55 pm
- End of day: 2:45pm

## Communication with parents

Communications are sent out through Beehive and Mailout

## Celebrating successes

We love celebrating the successes of our students through various communication channels, including our Instagram (@sirjonathannorth), Facebook page (@SirJonathanNorth), and our website ([www.sirjonathannorth.org.uk](http://www.sirjonathannorth.org.uk)).

Has your child achieved something special, like winning a competition, completing a fundraising goal, or volunteering in the community? Please share your stories and photos with us at [contactus@sirjonathannorth.org.uk](mailto:contactus@sirjonathannorth.org.uk). We may feature them in our newsletter, on social media, or in the local press.

## Holidays

Whilst we discouraging taking holiday or leave during term time, if you need to request a Leave of Absence for your child, please submit a written request to the Principal using the form available on our website. We understand that sometimes exceptional circumstances arise, and we will consider these requests carefully.

Please note that we may ask for appropriate evidence to support your request. To ensure your child is not at a disadvantage, we kindly ask that you avoid scheduling absences before or during examination periods, as this leave will not be approved.

# Food and drink

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We offer a wide selection of food for breakfast, break, and lunchtimes. Our range includes:

- **Breakfast:** Hot croissants, pastries, toasties, and paninis.
- **Lunch and Break:** An extensive range of hot and cold food, street food and salad bar is always available.

The canteen offers a variety of drinks and snacks to purchase at breaktimes, and a daily menu with several choices at lunchtimes. Vegetarian options are always available and Halal meals are offered twice a week. Students can choose whether to sit inside to eat or take food outside. There is a designated outside space for year 7s only.

Students can purchase food and drink with their ID cards, which can be topped up on Beehive (Find out more on page 7).

We also provide several spaces around our school site for students who wish to bring in a packed lunch.

# Pastoral support

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Our goal is to provide a nurturing environment where students can thrive and exceed their own expectations. Parents can rest assured that their child will be supported and encouraged to become the best they can be.

Pastoral support is offered through your child's pastoral leader and the assistant pastoral leader. Students will be shown their office on their transition day.

# Uniform

Students in at Sir Jonathan North wear a uniform. Our uniform can be purchased from Stevensons. For any queries, please contact their customer service team at: [customerservices@stevensons.co.uk](mailto:customerservices@stevensons.co.uk)

## **All students are to wear the following:**

- Jumper or blazer- Black V-neck jumper with blue piping and the SJNGC logo  
Black blazer with blue piping and the SJNGC logo
- Blouse -Plain, white, fitted or tailored blouse with a collar
- Black Trousers -Plain, smart black full-length trousers. Either straight leg or bootleg
- Skirt- Plain, black, pleated knee-length school skirt or Black modesty skirt to the ankle
- Tights/socks -Tights - Plain black or flesh coloured - school range Socks - Plain black or plain white ankle length
- Shoes - Plain black leather or "leather look" shoes, trainers or ankle boots

## **Optional:**

- Plain black or white headscarf or Plain black or white hair bands, bobbles and clips.

## **PE/Dance Uniform:**

- Either a long sleeved or short sleeved black sports top with the SJNC logo on
- Black shorts or tracksuit trousers
- White socks
- Black sports leggings (only for trampolining, aerobics, health and fitness and fitness activities)
- Sports Trainers
- If a headscarf is worn it must be elasticated without a pin



**Scan to find out more information on the Uniform policy and stockist information.**



# Equipment Checklist

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All students are expected to have the following stationery in school every day:

- Pencil case
- 2 green pens
- 2 black pens (no blue pens)
- 2 pencils
- 30 cm clear plastic ruler
- Large clear plastic pencil case
- Gluestick
- Eraser
- Highlighter
- Protractor
- Sharpener
- Scientific calculator (we recommend a Casio FX85)

## Policies

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Policies are vitally important and help us to create quality standards for learning and safety, as well as for expectations and accountability. If you want to know more about the policies we have in place, please visit our website: [www.sirjonathannorth.org.uk](http://www.sirjonathannorth.org.uk)



# Chrome Book

We are pleased to be providing all new Year 7 students with a 1:1 Chromebook to support their learning across the curriculum. Students will be expected to take their Chromebook home each day to charge it and bring it into school fully charged for use in lessons.

## How will Chromebooks be used?

Teachers carefully plan when and how Chromebooks are used in lessons. They are often used for low-stakes quizzes and learning activities, which help teachers quickly identify what students understand well and where they may need further support. This allows teaching to be adapted to meet the needs of all learners and address any misconceptions promptly.

## Why do we provide a 1:1 device?

- **Ensure equal access to technology**, so all students can engage fully with digital learning resources
- **Develop essential digital skills**, preparing students for future learning and the wider world
- **Provide consistent access to learning materials**, including online textbooks, resources, and educational apps
- **Enhance learning and communication**, through quick feedback, online assignment submission, and access to key information
- **Encourage responsibility and independence**, as students learn to care for and manage their own device

All students will be shown how to use their Chromebook effectively and safely. Clear expectations will be set around appropriate use in lessons to ensure technology supports learning in a positive and purposeful way.

**Chromebook Etiquette**

**1 FULLY CHARGED**  
Chromebooks should be fully charged ready for the start of each day. You do not need your charger in school.

**2 IN BAGS**  
Chromebooks should be kept away in a bag until the teacher gives permission for them to be taken out and used.

**3 SCREENS OPEN**  
Teachers will let you know when to use your Chromebook by saying 'Screens open'.

**4 SCREENS CLOSED**  
When your teacher says 'screens down,' lower your screen halfway to show you're listening. When the task is done and your teacher says 'screens closed,' close your Chromebook and move to the side.

**5 HANDS OFF**  
When the teacher says 3,2,1 SLANT hands should be off the keyboard and screens should be 'down' or 'closed' as instructed by your teacher.

**6 NO PHOTOGRAPHS**  
Photographs or video should not be taken or recorded without permission of your teacher.

LIONHEART EDUCATION, 2020

***Beehive brings together essential applications, making it easy for parents and carers to access important information and updates about their child's education.***

Available in both a browser and a smartphone app, Beehive ensures seamless access. Parents/carers will receive a unique welcome email with instructions on how to access the portal, while students can log in using their school network credentials.

***Here's a round-up of what can be accessed via Beehive...***

## **NEWS**

See school news shared with both students and parents. This can include anything from clubs to competitions to reminders about school closures.



## **ASSIGNMENTS**

A full homework management system where staff can set class or group assignments and both students and parents can view details online, including due date and homework requirements.



## **TIMETABLES**

Daily timetable information showing subject, room and location information.



## **EVENTS**

The events module shows a planned schedule of after school events. Students can sign-up to extra-curricular activities and parents/carers will be informed of any changes to events automatically.



## **BEHAVIOUR**

Allows staff to instantly give reward and behaviour points. Parents can view their child's attendance and see reward and behaviour points given.



## **PAY & STORE**

Parents/carers have the ability to top-up their child's smart card with credit for use at break and/or lunchtime, and see a breakdown of spend per day. This module is also used to pay for products and trips.



## **CONSENT**

Parents/carers can set consent for use of images in the media and marketing materials, as well as how their child's data is used in school to celebrate achievements.



## **MAILOUT**

This system will also allow parents/carers to view letter archives. When documents are available to view in Beehive, you will receive an email notification via mailout.



***Scan to visit our website and download our Parent/Carer Beehive Guide for login details and further information***

# Frequently asked questions

Here are our answers, to what we find, are the most frequently asked questions.

## **What happens if my child is ill and/or can't attend school?**

Please phone the college on 0116 27 08116 and leave a message with name, tutor group and reason for absence or email [contactus@sirjonathanorth.org.uk](mailto:contactus@sirjonathanorth.org.uk) before the start of school

## **What happens if my child is late?**

Please phone the college on 0116 270 8116 if there is a valid reason. Students with no valid reason will do a 1 hour detention after school

## **What subjects will they study and how is homework set?**

Year 7 Curriculum - All students will study:

English	French or Spanish	RS	Music
Maths	Geography	Dance	P.E
Science	History	Drama	Creative

All lessons are 50 minutes long, however some subjects have double lessons.

## **Homework**

To make sure it is easy to keep track of, all homework is logged on Beehive so that students and parents can support their child's learning.

## **Does my child have to carry their PE kit with them each day?**

No, your child only needs to bring their PE kit when they have a timetabled lesson of PE.