



SARACENS
HIGH SCHOOL

Family Transition Booklet
For September 2025 Entry

Discipline

Hard Work

Honesty

Humility



Welcome to Saracens High School!

You will have heard us speak about what we believe and what is important to us. I expect you still have some questions, so I hope that the first part of this booklet will answer most of them for you. You will need to remember most of the things mentioned in this part of the booklet, and you will need to think about these things all the time you are in school.

On Transition Day you will be given a booklet by Dr van der Spoel, this is designed to help you with transition. You will need to bring this with you **on your first day, which is Wednesday 3rd September**. Please note that this first Wednesday will be a day just to get to know your Learning Coach and pupils in your class, some teachers and your way around the building. It will be your chance to give us a really positive first impression (remember you only get one chance to make a first impression), so please put your best foot forward!

Good luck and I hope you enjoy everything you do.

Dr M Stevens

Our Values



Saracens High School is not a rugby school but we have a close relationship with Saracens Rugby Club and share their values. Saracens are the PSG/Real Madrid/Liverpool of the rugby world, having won many national and international titles over the years with their men's and women's teams. Their stadium is a 20 minute walk from our school and you'll have opportunities to go and watch matches there during your time with us.

Discipline	Hard Work	Honesty	Humility
<p>Pupils wear uniform correctly and take pride in their appearance</p> <p>They manage behaviour, are appropriately equipped, and always on time</p>	<p>Pupils are committed to perform to the best of their ability in all class, home, and extracurricular activities</p>	<p>Pupils are honest in all communication, and when reflecting on their progress and identifying areas for improvement</p>	<p>Pupils are determined to achieve, but modest about successes, respecting and supporting others</p>

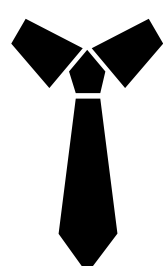
The School Day

Learning Group	8.20
Period 1	8.50
Period 2	9.40
Break	10.30
Period 3	10.50
Period 4	11.40
Lunch Sitting 1 Lunch Sitting 2	12.30 12.55
Period 5	13.20
Period 6	14.10
Learning Group	15.00
Dismissal Mon - Thurs Dismissal Fri	15.30 15.00

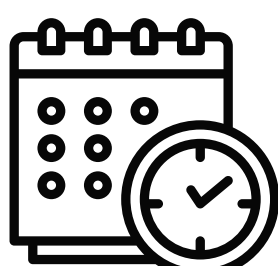
Before and After School

- A free breakfast club runs from 7.45 each morning serving a selection of cereals, bagels and fruit
- After-school clubs are free and begin at 3.30pm (3.00pm on a Friday)
- Clubs are run by teachers, support staff and external groups like the Saracens Sports Foundation
- We also have a wide selection of lunchtime clubs
- Details of clubs are shared at the start of each term
- We expect everyone to take part in at least one club per week - the more the better!

On Day You Will Be Given



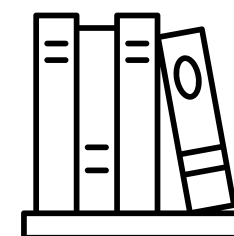
tie



timetable



email address



introduction
to the library

Learning Groups

- Each learning group has 15 pupils and one Learning Coach
- Learning groups meet twice a day – before lessons and after lessons
- You will get to know your Learning Coach well. They are the person to speak to if you have questions or concerns
- 'Family Read' happens during morning Learning Group. Your Learning Coach will read to you simply for the enjoyment of reading. Over your 5 years at Saracens High School you will read approximately 15 books this way.
- In afternoon Learning Group there is time to work in silence, making a start on homework or preparing for assessments
- One morning a week you will go to an assembly

Family Lunch



- Our Head Chef is a professional chef, working with Chefs In Schools
- We enjoy meals that are healthy, freshly prepared, full of flavour and filling
- We sit in groups of 7
- Every person has a role: collecting the plates, serving one another, clearing up, etc.
- We all eat the same meal (a vegetarian option is available). The menu can be found on the website
- The food is halal
- Pupils are not allowed to bring packed lunches
- Lunch time is split into 25 minutes for eating and 25 minutes for playing
- Payment for lunches is via Arbor and must be paid in advance. If you get free school meals, your account will be credited with the correct amount each day. If you don't get free school meals, a parent/carer will need to top up your account online, and the amount will be taken from your account if you are in school. If you are absent, your parent/carer does not pay.
- There is a free breakfast from 7.45 each day. You do not need to sign up, just turn up on days you'd like to
- Fruit is provided at after school clubs but you are also allowed to bring in fruit or vegetables for a breaktime snack



Free Breakfasts



We all eat the same hot lunch



No packed lunches



Home Learning



- Just one hour of home learning a day during term time will give you the equivalent of an additional year's worth of lessons
- Home learning is set on Satchel One
- You are also expected to read at home
- Satchel One and Arbor are two apps that you and your parents/carers should download. We use these daily to communicate with pupils and their families
- Satchel One is for homework; Arbor is the primary way the school communicates with your family – via texts and emails. It is also where your family can track your attendance and rewards.

Houses

- You will remain in the same house throughout your time at Saracens High School
- You will find out which house you will be in during your first assembly – our tie presentation assembly. Parents/carers are invited to attend
- Ties have a different colour stripe to show which house pupils are in
- Over the year the houses compete to win the house points competitions.
- Points are awarded for effort, behaviour, contributions, living our values, etc.

HOUSE	COLOUR	CREST	NAMED AFTER	PROFILE
Alphonsi	purple		Margaret 'Maggie' Alphonsi MBE	Former Saracens and England rugby player; World Cup winner 2014; Olympic shot putter (Rio 2016).
Hill	yellow		Richard Hill MBE	Former Saracens and England rugby player; World Cup winner 2003.
Johnson	blue		Amy Johnson	First female pilot to fly to Australia; former member of the London Aeroplane Club in Edgware.
Rimla	green		Dr Rimla Akhtar MBE	First Muslim woman to sit on the Football Association Council; chair of the Muslim Women's Sport Foundation; Captained the British Muslim Women's football team; played cricket for her county.
Trenchard	pink		Hugh Montague Trenchard, 1st Viscount Trenchard	Chief of the Air Staff 1918-1929; Metropolitan Police Commissioner who established Hendon Police College
Wilberforce	silver		William Wilberforce	English politician and philanthropist; driving force behind the abolition of slavery in the UK; Lived in Mill Hill.

Lost Property



S Aracens

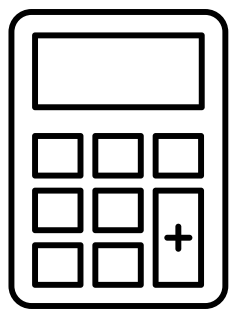
- Please label all of your uniform and other items
- Please do not bring money or valuable items into school
- Lost property is displayed outside the doors leading from the atrium to the playground
- If you find lost items, please hand them into the school office



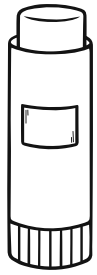
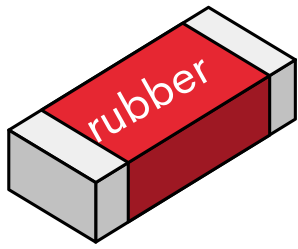
SARACENS HIGH SCHOOL

Equipment

Every day you are expected to have with you:



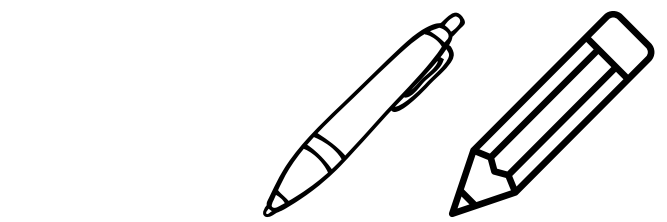
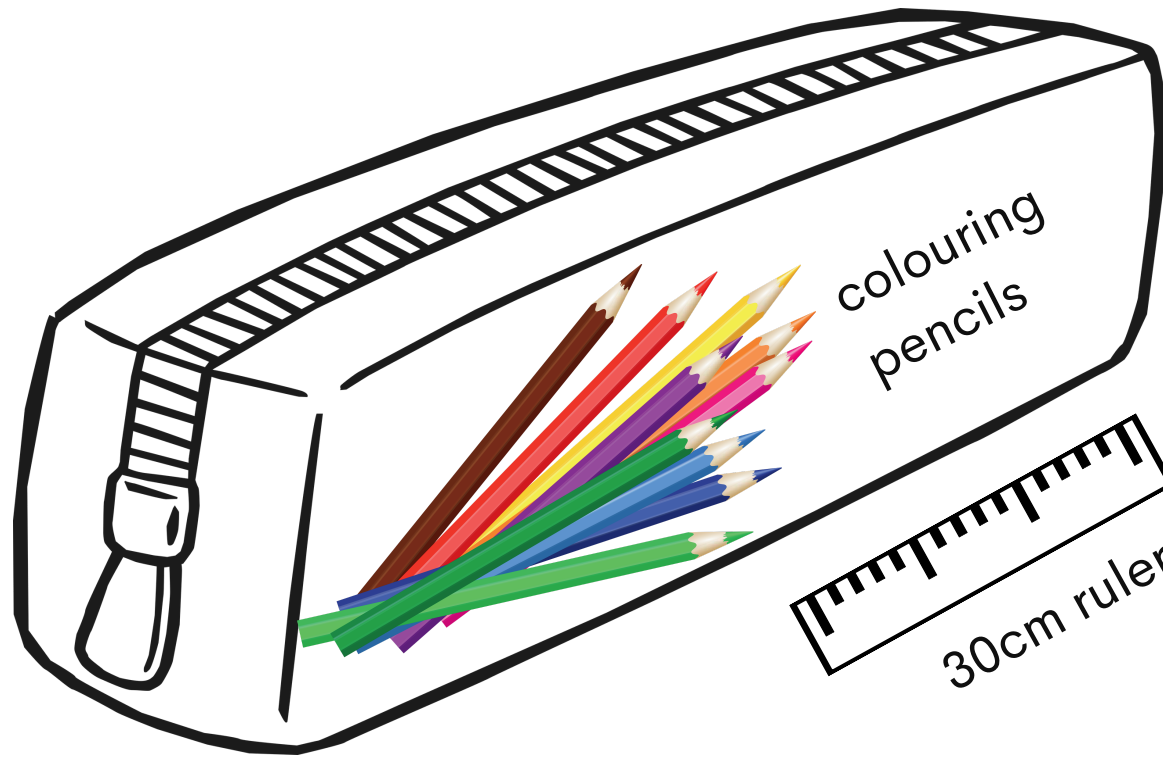
Maths equipment
including a
scientific calculator



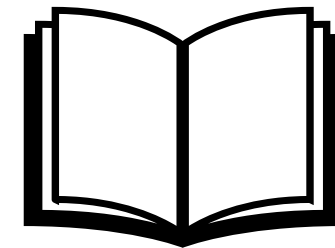
glue stick



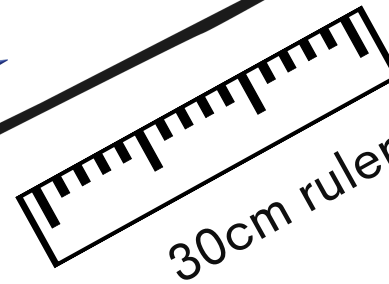
Spanish/English
dictionary



pens and pencils including spares



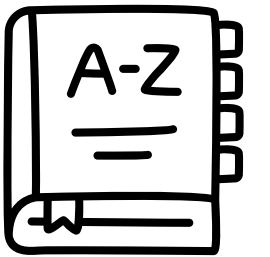
reading book



30cm ruler

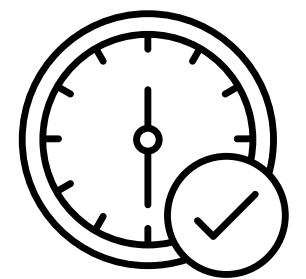


NO correction fluid
or tape



small dictionary

Attendance and Punctuality



- There is a direct link between pupils who attend most often and their exam results
- We are strict about attendance and punctuality and reward excellent attendance
- Your target should be 100% attendance
- No pupil should have attendance below 97% unless there is an ongoing medical issue
- If a pupil were to miss three days each half-term from Year 7 to Year 11 they would miss half a year of school!
- If you feel a little unwell please be resilient and still come in. If you feel worse during the day you may need to go home.
- If you have had sickness or diarrhea you need to stay off school for 48 hours. You need to call the school office for every day that your child is off sick.
- If you arrive late (after 8.20), you will need to sign in at reception.
- If you have to leave school early for any reason, you will need to ask permission from your Learning Coach at least one day before. A letter or email must be sent to the school office with a copy of the appointment card or confirmation email from the hospital/doctor/ dentist/orthodontist.

Medical Issues

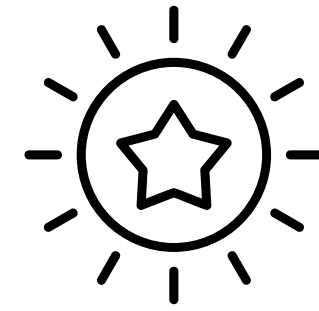


- If you need to have medicine in school, your parent/carer must contact the school to find out how they need it sent in and they will also need to sign a document
- The school must look after medicine to store it properly and keep it safe
- The only medicine you can keep on you is an inhaler and you must ensure this is kept in your blazer and taken to your PE lessons. The school will keep a spare inhaler.
- If you need an Epi-Pen at school we will need to have documentation completed
- Please ensure that the school has up to date information on any medical conditions that you have



SARACENS HIGH SCHOOL

Rewards and Behaviour



Our school rules can be condensed into three words:

Ready

Respectful

Safe

Our rewards systems focuses on the pupils who are:

- READY to learn
- RESPECTFUL of themselves, those around them, and the environment
- and behave SAFELY

We love to give rewards and if you meet our high standards in lessons and other areas of school life you will be rewarded.

We will recognise:

- Living our values
- Commendable effort
- Contribution to the school and our community
- General good behaviour
- High quality class or home learning
- Politeness and good manners
- Progress (academic)

Rewards include:



- House points
- Praise notes and phone calls home
- Hot Chocolate with the Principal
- End of year awards at our formal Celebration of Achievement evening each July

When you have a great day and get lots of rewards, someone at home may receive an email via Arbor before you get home!

If pupils are not ready, respectful or safe the following steps will be followed:



- Step 1: The pupil will be reminded of the school's expectations
- Step 2: If the negative behaviour continues they will be given a negative entry on Arbor and will need some time out from the lesson. Depending on the response, they may be given a chance to go back into the class to make amends.
- Step 3: If our expectations are still not met the pupil will be exited from the lesson and an email will be sent home, followed by a phonecall from the teacher. They will need to complete the work that they missed after school that day in an after-school Reparation Meeting. They will also need to complete a form that asks them to think about their behaviour that caused the problem and its consequences. They will need to plan what they would do differently in a similar situation. We do not have detentions that 'punish' negative behaviour. We learn about what went wrong and what to do differently if we are in that situation again. Families will be notified that their child has an after-school Reparation Meeting by text, email, or phone call.



SARACENS HIGH SCHOOL

Presentation

It is important that you take great pride in your classwork and home learning. Below is an example of the standard we expect.

Indicate if this is home work or class work

Date written in full in top right corner and underlined

Numbers are given in the margin

Graphs, charts and pictures are drawn in pencil

Tables and straight line shapes are drawn with a ruler

H/W

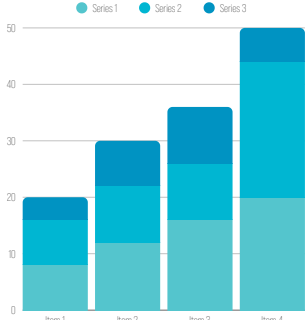
4 September 2025

Them and Us

1 ~~Because~~

2 Answers must always be written in full sentences

3 Corrections will be written in green

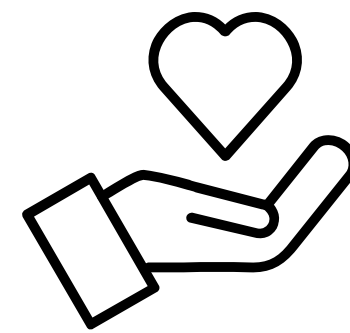


Mistakes are crossed out with one straight line

blue or black ink only

Write on both sides of the page

Anti-Bullying

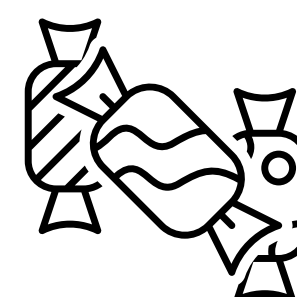
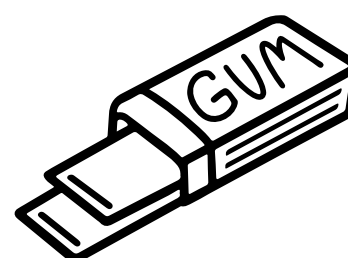
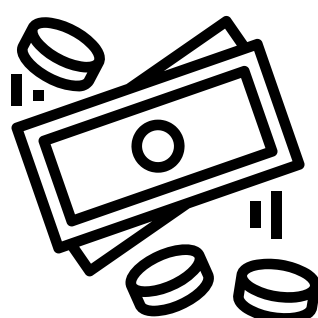


- Bullying is the deliberate harming, threatening or frightening of someone. It does not need to be physical, it can also be emotional (upsetting someone), or social (ignoring or shutting someone out). Name calling, mocking and teasing are bullying, even when it is called 'banter'. Use of the internet, social media or mobile technology to bully or intimidate students or other members of the school community will not be tolerated, even if it is outside of school.
- Bullying goes against our values and the rules that clearly state we will be respectful to others.
- If you think you or others are being bullied, you must tell an adult and make sure they fully understand the seriousness of the situation. You can also email a member of staff.
- BULLYING IS NOT TOLERATED IN OUR SCHOOL

Things You Cannot Bring To School



- Mobile phones
 - If you have a mobile phone, don't bring it to school
 - We strongly discourage pupils from having a phone with them for their journey to and from school as it makes you a target for crime
 - If your parents/carers want to request that you are allowed to have your phone for the journey, you must use a phone that is not a smart phone and does not have a camera. When you arrive at school this must be switched off and placed in your locker.
 - We do not accept responsibility for any mobile phones, and any phone found on a pupil or their bag during the school day will be confiscated, and returned to a parent/carer at a mutually agreed meeting
- Money
 - We have a cashless catering system, which means there is no need for you to bring money to school, except on days when we are fundraising for charities
- Chewing gum, sweets and snacks
 - Chewing gum is not allowed. You can bring water in a reusable container and fruit or vegetables to be eaten during break, but nothing else.



Uniform

You must wear the correct and complete uniform throughout the day, and on your way to and from school. Our uniform can be purchased from Uniform Direct. Please label all items of uniform with your name.

Blazer: Saracens High School blazer with Saracens High School badge. Worn at all times unless your teacher gives permission

Shirt: White shirt with collar. Top button fastened, and shirt completely tucked in at all times

Tie: Saracens High School tie in house colours, tied with the badge fully visible

Jumper: Saracens High School jumper is optional. It is the only jumper permitted

Skirt or Trousers: Saracens High School black skirt with the school logo, worn to the knee, or Saracens High School black trousers with the school logo. One black belt if required

Socks: Matching black socks with no pattern or plain black 70 denier tights

Shoes: Plain, black leather-style lace-up or slip-on formal shoes. Black laces only. No trainers, plimsolls or canvas shoes. No coloured laces. No logos or embellishment. No open-toe shoes or sandals, boots, high heels or wedges. For more information <https://saracenshigh.org/school-uniform/>

Head coverings: All religious head coverings must be black with no embellishment

Jewellery: Is not permitted but pupils with pierced ears may wear one small gold or silver stud per ear. A wrist watch is permitted. Any other jewellery will be confiscated and returned to parents/carers

Piercings: Only one stud per ear is permitted. No other piercings

School Bag: Saracens High School bag with the school logo

Outdoor coat: Black coat with no obvious logo. Coats should be stored in the locker or bag while in the building

Hairstyle: Hair should be neat and tidy at all times. Long hair should be tied back with a black hairband. No designs shaved in hair or eyebrows. No extreme hairstyles or unnatural colours (peroxide, bright hair dye, etc.)

Make up: Make-up, nail varnish and false nails are not permitted

Hats: Non-religious head coverings are not permitted

For PE and sports activities:

- Saracens High School sports top with the school logo
- Saracens High School shorts or skirt
- Saracens High School sweatshirt with the school logo
- Saracens High School tracksuit trousers (optional)
- Plain black football socks
- Plain black trainers with non-marking soles and minimal logo



Home-School Agreement

This is an important agreement that will need to be signed at the start of the school year

Pupils: "I will..."	Families: "I will/We will..."	Staff and Governors: "We will..."
Arrive each day ready to do the best I can at all times	Ensure that children arrive to school on time, every day, properly equipped to learn and in the correct uniform	Treat pupils fairly, modelling mutual respect for all members of the school community
Attend school and lessons every day and on time, properly equipped and in the correct uniform	Actively support the school in promoting the behaviour and values which lie at the heart of the school community	Provide an inclusive environment where all pupils feel safe and understand how to stay safe
Treat others in the way I would wish to be treated myself	Inform the school on the first day of any absence and ensure that all holidays are taken during school holiday time	Ensure that effective teaching and learning takes place, to best meet the individual needs of all pupils
Show respect for the school environment by playing my part in keeping it safe, clean and tidy	Ensure that children are actively supported in undertaking home learning and any work missed through absence	Set clear targets and give appropriate feedback to assist all pupils in fulfilling their potential
Listen to and follow instructions from all staff straight away	Monitor the recording, quality and completion of homework, signing the school pupil planner every week	Ensure that all learning time is used effectively and without compromising on high standards
Do all my classwork and homework on time and to the very best of my ability	Inform the school of any change in home circumstances which may affect a child's learning	Ensure home learning is relevant and set in line with the school policy
Actively engage with my learning, respond to teachers' feedback and seek out opportunities to extend my learning	Support the school's approach to family lunch where pupils eat the same meal together Please note that lunch will be charged for each day that the pupil is marked 'present'	Keep families informed of their child's progress and attendance, and respond promptly and professionally to contact from families

Pupils: "I will..."	Families: "I will/We will..."	Staff and Governors: "We will..."
Actively engage with family lunch and be a positive member of the school family	Ensure that all communication with the school is undertaken in a respectful manner	
Behave in a way which shows I am proud to be member of Saracens High School, both inside and outside of school	Attend consultation and relevant information evenings	
	Ensure that all debts (including lunch payments) are paid promptly so not to negatively impact the school's financial position.	
Signed:	Signed:	Signed:
Dated:	Dated:	Dated:

The Saracens Values

What do our values mean and can you describe where you have already demonstrated them in your life? The examples you give might be from Primary School or they might be from outside of school.

VALUE	DEFINITION	"i HAVE DEMONSTRATED THIS VALUE WHEN I HAVE..."
DISCIPLINE		
HARD WORK		
HONESTY		
HUMILITY		

Autumn Term

First day of term for Year 7 and 12	3 September 2025	INSET days (children off school) 1 September 2 September 6 November 7 November
First day of term for all other years	4 September	
Half term	27 October - 7 November	
Last day of term	19 December	
Winter holidays	22 December - 2 January	

Spring Term

First day of term	6 January 2026	INSET days (children off school) 5 January 18 March
Half term	16-20 February	
Last day of term	27 March	
Spring holidays	30 March - 10 April	

Summer Term

First day of term	13 April	INSET days (children off school) 1 May 1 July 20 July Bank Holiday (children off school) 4 May Year 7 transition day 2 July
Half term	25-29 May	
Last day of term	17 July	
Summer holidays	Starting 20 July	