

# King's Park Secondary School Information for Families and Friends



[www.kingspark-sec.glasgow.sch.uk](http://www.kingspark-sec.glasgow.sch.uk)

October 2008

## New Timetable – Beginning Session 2009-10

Thank you to all the parents who responded to our recent consultation about the format of next session's timetable. The Timetable Restructure Group considered all your responses, as well as the responses of pupils and staff.

Ms Janie Munro, Chair of the Parent Council, represented parents on this group.

By a majority view, the timetable below is the format we will use for next session.

	Mon	Tue	Wed	Thu	Fri
<b>Start</b>	8.55 am	8.55 am	8.55 am	8.55 am	8.55 am
	Reg (10 mins)	Reg (10 mins)	Reg (10 mins)	Reg (10 mins)	Reg (10 mins)
	p1	p1	p1	p1	p1
	p2	p2	p2	p2	p2
<b>Interval</b>	10.45-11.00	10.45-11.00	10.45-11.00	10.45-11.00	10.45-11.00
	p3	p3	p3	p3	p3
	p4	p4	p4	p4	p4
<b>Lunch</b>	12.40-1.30 pm	12.40-1.30 pm	12.40-1.30 pm	12.40-1.30 pm	12.40-1.30 pm
	p5	p5	p5	p5	p5
	p6	p6	p6	p6	p6
<b>Close</b>			3.10 pm	3.10 pm	3.10 pm
	4.00 pm	4.00 pm			

**\* School will start at 8.55 am every day. We value your support in making sure that pupils arrive at school in plenty of time.**

\* Registration will last for 10 minutes.

\* Apart from registration, every period will last for 50 minutes.

\* Interval and lunch time will be the same every day.

\* The lunch break will last for 50 minutes.

\* On Mondays and Tuesdays, school will finish at 4.00 pm.

\* On Wednesdays, Thursdays and Fridays, school will finish at 3.10 pm.

\* There will be no 'week 1/week 2'. Every week will be the same.

We hope that the long period of notice will assist parents who need to change family arrangements.

If you would like to discuss this further, please contact Mrs Barr, head teacher.

## REGISTRATION

*Registration is a very important part of the school day. It sets the tone of the day, allowing pupils to settle, and it is essential that pupils arrive in plenty of time. Apart from taking a register, it covers:*

- Attendance and timekeeping are monitored – eg looking for patterns.
- Absence notes are collected.
- There is a check that pupils are wearing school uniform.
- Permission slips are issued when a pupil is going for medical, dental and hospital appointments.
- Pupils are given information about meetings with Pastoral Care staff, careers staff, external support agencies.
- Daily Bulletin and Weekly Bulletin announcements, eg about clubs, activities, assemblies, photographs.
- 'Well Done' announcements
- Information given by pupils to representative of Pupil Council.
- Pupil Council representative gives feedback from Pupil Council meeting.
- Opportunity to contribute to school charity – eg sponsor a child.
- Register teachers get to know the pupils and often remain with a class throughout secondary school. They can alert Pastoral Care staff to concerns which they have about pupils, eg changes in attitude. Some Register teachers work with a small group in their register class and interview them regularly to support them.

**We hope that the above explains why pupils need to arrive at Registration in plenty of time.**

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- History Club
- Anne Frank Exhibition
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- Art Galleries Competition
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