



**The King's (The Cathedral) School**  
Peterborough

# Year 7 Parent Handbook

# Statement of Values and Ethos of The King's School

The King's School is a partnership between students, staff, parents and Governors who seek to create within the School and the community an educational environment in which the strengths and potential of all are realised, the needs of individuals are respected, and high expectations are achieved. We seek:

To recognise and value the contribution of every member of the school community.

To maintain the tradition of achievement and academic excellence to the best of each individual's ability.

To foster a community in which good mutual communications are promoted and in which, through pastoral care, all students achieve self-esteem and an appreciation of others, with a sense of responsibility for their environment.

To provide a broad range of extra-curricular activities that give opportunities for all to develop individual interests and skills.

To encourage a happy, well-motivated staff to work effectively and successfully through good leadership, efficient structures and provision of resources.



*The basis for these values is the Christian ethos of the School:  
'many members, but one body, as it is with Christ' (1 Corinthians 12.12)*

# Welcome to The King's School

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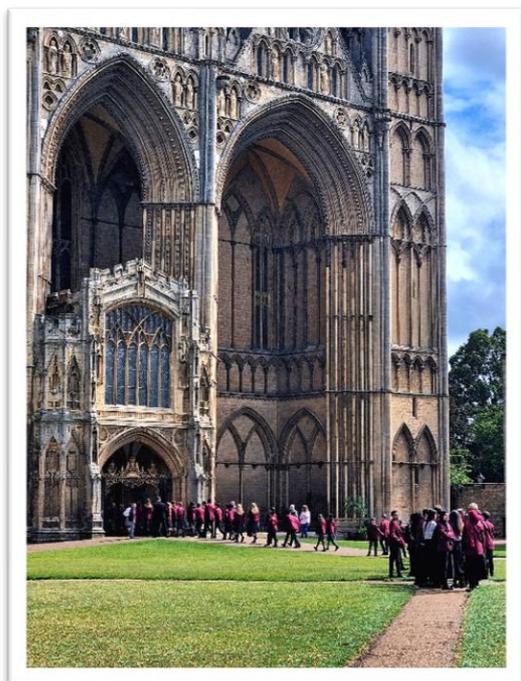
## Welcome to The King's (The Cathedral) School

We are proud of our long-standing history and tradition going back to 1541 and embrace everything the modern world has to offer, as we look towards the future. We value, and strive to encourage, individual academic success, alongside musical, cultural and sporting achievements, within the Christian family ethos, which is central to everything we do. Our aim is to be "A Family Achieving Excellence". - Mr Harrison (Headteacher)

The King's (The Cathedral) School has a unique family atmosphere, truly a family achieving excellence.

At The King's (The Cathedral) School we nurture a sense of belonging to our extended family, each member being an individual.

The King's (The Cathedral) School is proud of its status within the community and in particular with its links with Peterborough Cathedral. King's was founded by Henry VIII in 1541 as the Cathedral School, to educate the Cathedral choristers and this close link with the Cathedral is still valued and maintained today.



The whole school attends Cathedral Services several times a year to mark important church festivals or school events, such as Speech Day and Prizegiving, and the Leavers' Service. There are Voluntary Eucharists held in school each month.

Details of the Cathedral's services to the general public can also be found on the [Peterborough Cathedral](#) website.

*This booklet can be found on The King's School website, where all links can be accessed.*

## The Old Petriburgians' Association

All former pupils and current and past members of staff are members of the OPA, which organises social events in Peterborough, London and Cambridge, as well as supporting the School actively in many ways, often financially.

## The King's Friends

All parents and staff are automatically members of the King's Friends, which organises formal events and social occasions for the school as well as supporting sporting events and fund raising. We are proud of our School and our excellent Teachers and Support Staff and are happy to give something in return - our time and effort.

The King's Friends run a Preloved uniform shop which can be accessed through their Facebook page or by emailing [kingsfriends1541@gmail.com](mailto:kingsfriends1541@gmail.com)



## Key Contacts



### **Miss Key, Pupil Support Officer**

Miss Key offers support to students and families who have a pastoral, behaviour and/or safeguarding needs. Students can see Miss Key in her office, or parents can contact Miss Key directly to make an appointment to see her: [key.n@kings.peterborough.sch.uk](mailto:key.n@kings.peterborough.sch.uk) 01733 915127



### **Mrs Sanctuary, Academic Head of Year**

Mrs Sanctuary deals with any problems you may have with your schoolwork and offers support if you need any help. Students can see Mrs Sanctuary around school, in the Humanities department or parents can contact her to discuss any concerns: [sanctuary.h@kings.peterborough.sch.uk](mailto:sanctuary.h@kings.peterborough.sch.uk)



### **Mr Pengelly, SLT Lead**

Mr Pengelly is the SLT Lead for Year 7 and will be available to offer support regarding attendance for our Year 7 students. Mr Pengelly will be the acting Academic Head of Year for the first term of the school year in September while Mrs Sanctuary is on maternity leave. You can contact Mr Pengelly directly: [pengelly.o@kings.peterborough.sch.uk](mailto:pengelly.o@kings.peterborough.sch.uk)



### **Mrs Spires, HLTA for Year 7**

Mrs Spires is the Higher-Level Teaching Assistant for Year 7. She will be your main point of contact if your student requires support from our Learning Support team. You can email Mrs Spires directly: [spires.a@kings.peterborough.sch.uk](mailto:spires.a@kings.peterborough.sch.uk)



**Miss Coleman**

PE teacher and form tutor for 7KLC



**Mr Goodwin**

Maths teacher and form tutor for 7CJG



**Mr Hill**

English teacher and form tutor for 7JEH



**Mrs Lock**

Art teacher and form tutor for 7S JL



### **Mr Owens**

Science teacher and form tutor for 7MJO



### **Reverend Lex Bradley-Stowe**

Rev. Lex is available for all spiritual support to students, staff and parents/carers in times of loss, illness, bereavement and other personal challenges. Students can find her in the prayer room on Mondays, Wednesdays and Fridays or email: [chaplain@kings.peterborough.sch.uk](mailto:chaplain@kings.peterborough.sch.uk)



### **Mrs England, Pupil Reception**

Pupil Reception is open to pupils from 8.15am to 4.00pm. It is also the place to go to immediately if students are feeling unwell or have had an accident. Please contact Mrs England if your child has any medical requirements via [pupilreception@kings.peterborough.sch.uk](mailto:pupilreception@kings.peterborough.sch.uk)



### **Mrs Sieberichs, Main Reception**

Main Reception is open from 8am to 4pm at the front of the school, where all visitors must report before entering the school. If you have a meeting or are collecting your child early due to an appointment, please go here. [frontreception@kings.peterborough.sch.uk](mailto:frontreception@kings.peterborough.sch.uk)



### **Mrs Foster, Examinations Officer**

For all information regarding examinations timetables and entries etc, Mrs Foster can be found in the office in the main hall.



### **Mrs Pasqualino, School Registrar & Pupil Records**

If you have a change in personal details, e.g. change of address or parental contact telephone numbers, please contact Mrs Pasqualino who will be able to assist you. Please ensure the school is kept up to date with any changes to contact numbers (work, home and mobile) as, in an emergency, this information is vital.

## Finance Office

The Finance Office provides support to students, parents and staff. They process all payments and payment enquiries regarding: Trips; Lunch money and/or Event tickets and more. Payments to the School can only be accepted in the Finance Office, and not by any other members of staff.

The Finance Office is open to students at the following times:

8.20am - 8.35am

Breaktimes

Lunchtimes

## The School Day

The compulsory school day runs from morning registration at 8.35am through to the end of the day at 3.25pm. In a typical week this amounts to 35.4 hours.

All pupils are expected to be present in the form room and ready for registration at 8.35am. For Key Stages 3, 4 and 5 there is a 5-minute interval between each lesson to enable pupils to move from one place to another. A 'double period' is 75 minutes long.

The times of the lessons are as follows:

|                                  |                   |
|----------------------------------|-------------------|
| <b>Registration</b>              | 8.35am            |
| <b>Assembly / Act of Worship</b> | 8.40am - 9.00am   |
| Period 1                         | 9.00am - 9.35am   |
| Period 2                         | 9.40am - 10.15am  |
| Period 3                         | 10.20am - 10.55am |
| Period 4                         | 11.00am - 11.35am |
| <b>Morning Break</b>             | 11.35am - 11.55am |
| Period 5                         | 11.55am - 12.30pm |
| Period 6                         | 12.35pm - 1.10pm  |
| <b>Lunch</b>                     | 1.10pm - 2.10pm   |
| Period 7                         | 2.10pm - 2.45pm   |
| Period 8                         | 2.50pm - 3.25pm   |
| <b>End of School Day</b>         | 3.25pm            |

## **Morning Break 11.35am – 11:55am**

During this short break students can relax with friends, have a snack, get their books ready for next lessons, or use the time to meet with staff.

Students are not allowed to leave the school grounds at break time, unless on their way to Games.

## **Lunch Break 1:10pm – 2:10pm**

The main purpose of the Lunch Break is to allow students to eat their meal in a reasonably peaceful atmosphere and have some spare time for being with friends. Students are not allowed to leave school grounds at lunchtime, unless they are on the way to Games.

## **End of the School Day**

3.25pm marks the end of the normal school day. If your child has no real reason to stay in school beyond this time, they should leave the premises quickly and quietly and make their way home in a safe and sensible manner. However, they are free to stay in school, provided they are involved in some useful activity under the direct supervision of a teacher and that they have told their parents where they are and what time they will be home or ready to be picked up. Examples of such useful activities might be:

- Taking part in Games fixtures or practices
- Using the Library or the Careers Library
- Rehearsing for an Assembly, drama production or music performance
- Using the computers in the ICT suite
- Completing homework in Room 50 (The sixth form ICT Suit) up to 4pm only

## **Games**

The Games field is one mile away from the main school building. In Year 7, the PE department staff members are located along the route to ensure students are safe during their travel to the games field.

If students are not doing Games for any reason, they must see the member of the PE staff who would normally take them for Games. This should not be left to just before the lesson starts because staff may have already left the school to travel to the off-site pitches/facilities. If students are not able to do Games because of illness or injury, students should give an excuse note, written by their parents, to the member of staff concerned, an email is preferable. Their teacher will explain what to do next. Depending upon the reason for non-participation, other tasks may be

given to perform.

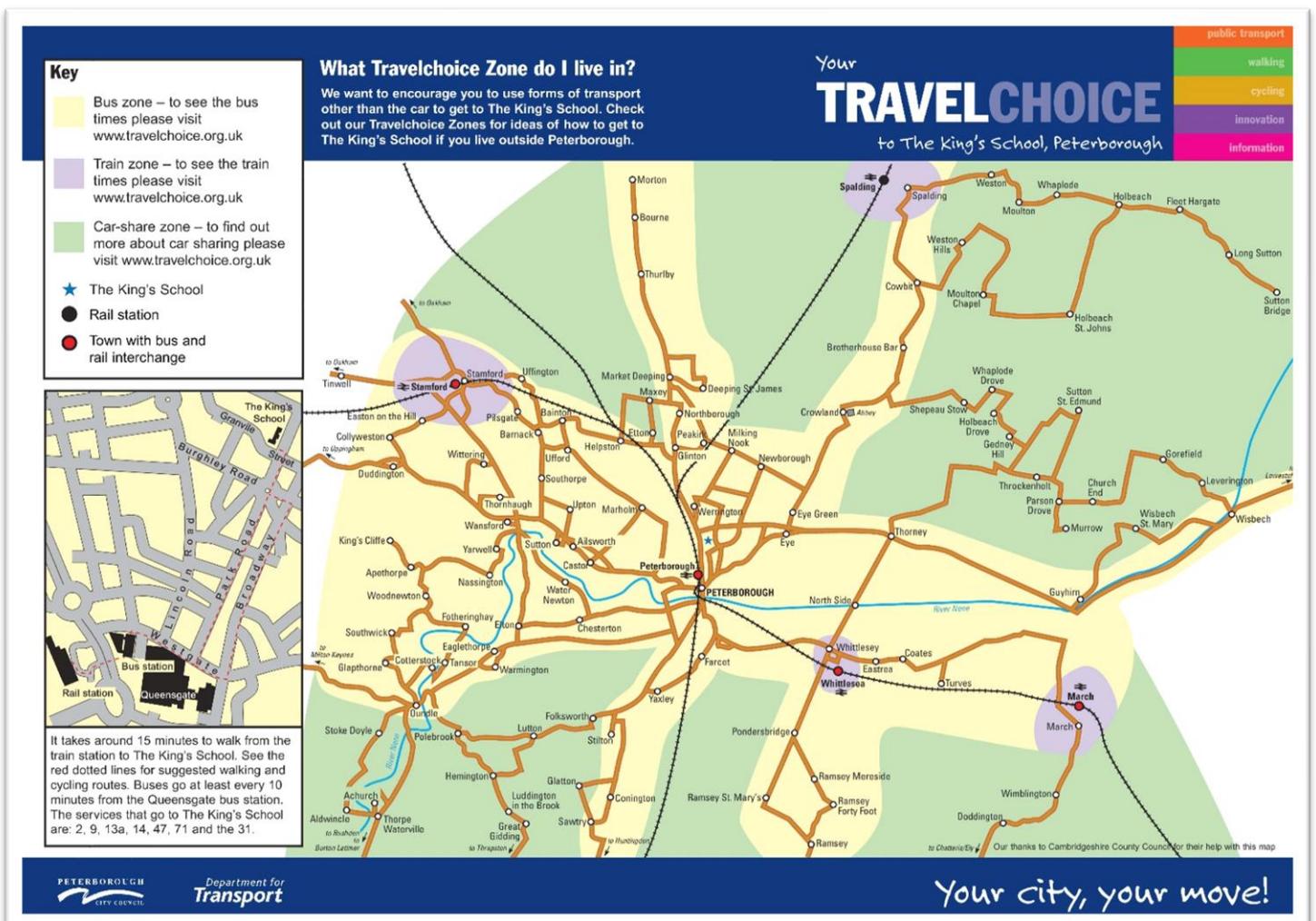
Absence from Games will be recorded, as in every other lesson.

The advised PE kit must be worn for lessons. Students will have the opportunity to deposit valuables, such as mobile phones, in a safe place.

## Travelling to and from School

If students are travelling to and from school by bicycle, cycle helmets are strongly recommended. There are allocated areas for students to park their bicycles, but they will need to bring their own chain.

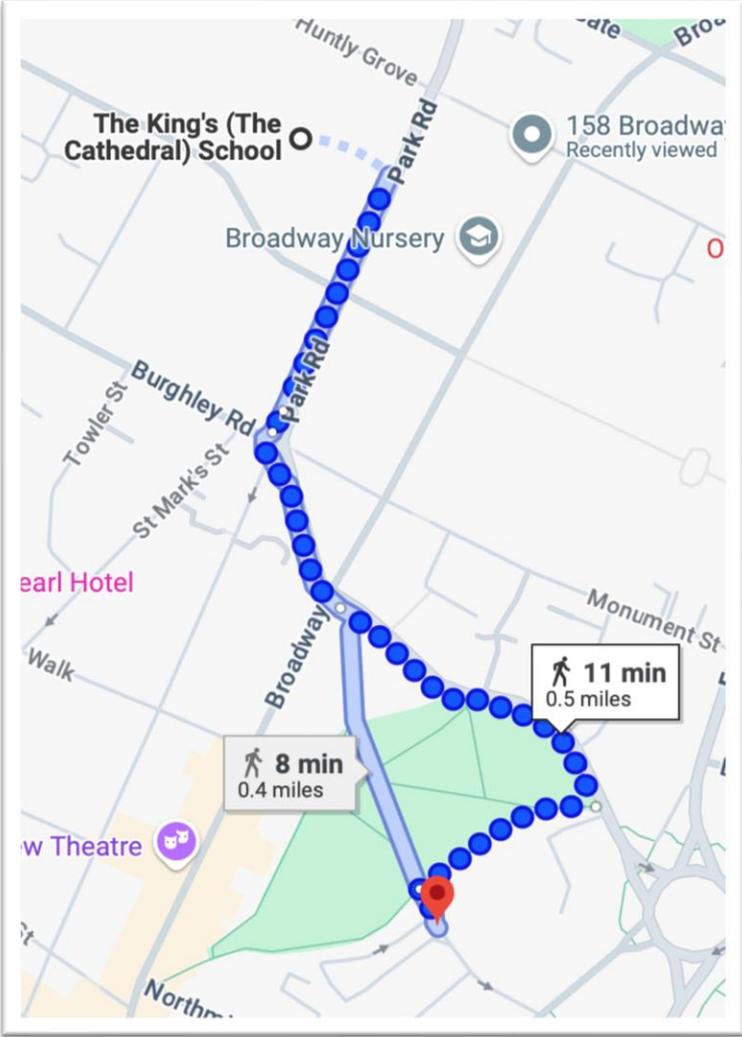
We want to encourage students to use forms of transport other than the car to get to The King's School. Check out our [Travelchoice Zones](#) for ideas of how to get to The King's School if you live outside Peterborough.



At The King's School, we only have limited parking available to us. Therefore, the school car parks are **only** for staff and visitors. Please do not use the car parks for dropping off or picking up your student to and from school.

For large events, we would suggest that visitors utilise the nearest public car park, Brook Street (129 spaces, PE1 1TU), off Broadway and Northminster, behind the City Market along a short one-way system. It is roughly a 10-minute walk away, following the footpath across Stanley Recreation Ground.

When our students are travelling to and from school, they should be properly dressed in school uniform, ties should be worn, and shirts should be tucked in. We ask that you kindly remind our students that they are an ambassador of the School. As a school, we expect our students to behave with integrity and responsibly in and out of school.

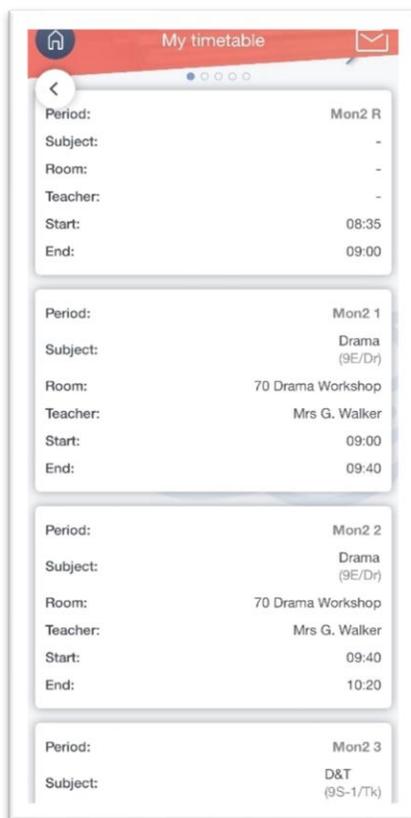


## Timetable and Homework



At the start of the academic year, each pupil is issued with a printed copy of their timetable. The School works on a 10-day timetable. This is split into Week 1 and Week 2. Students can find their timetable (as well as much more, including, reports, behaviour points, attendance, etc) on the [EduLink One](#) app.

Parents can also download this app to see their students school information as well as being able to report their child absent for illness. [EduLink One](#).



Homework will be set via Microsoft Teams and will also be visible to students and parents in the EduLink One app.

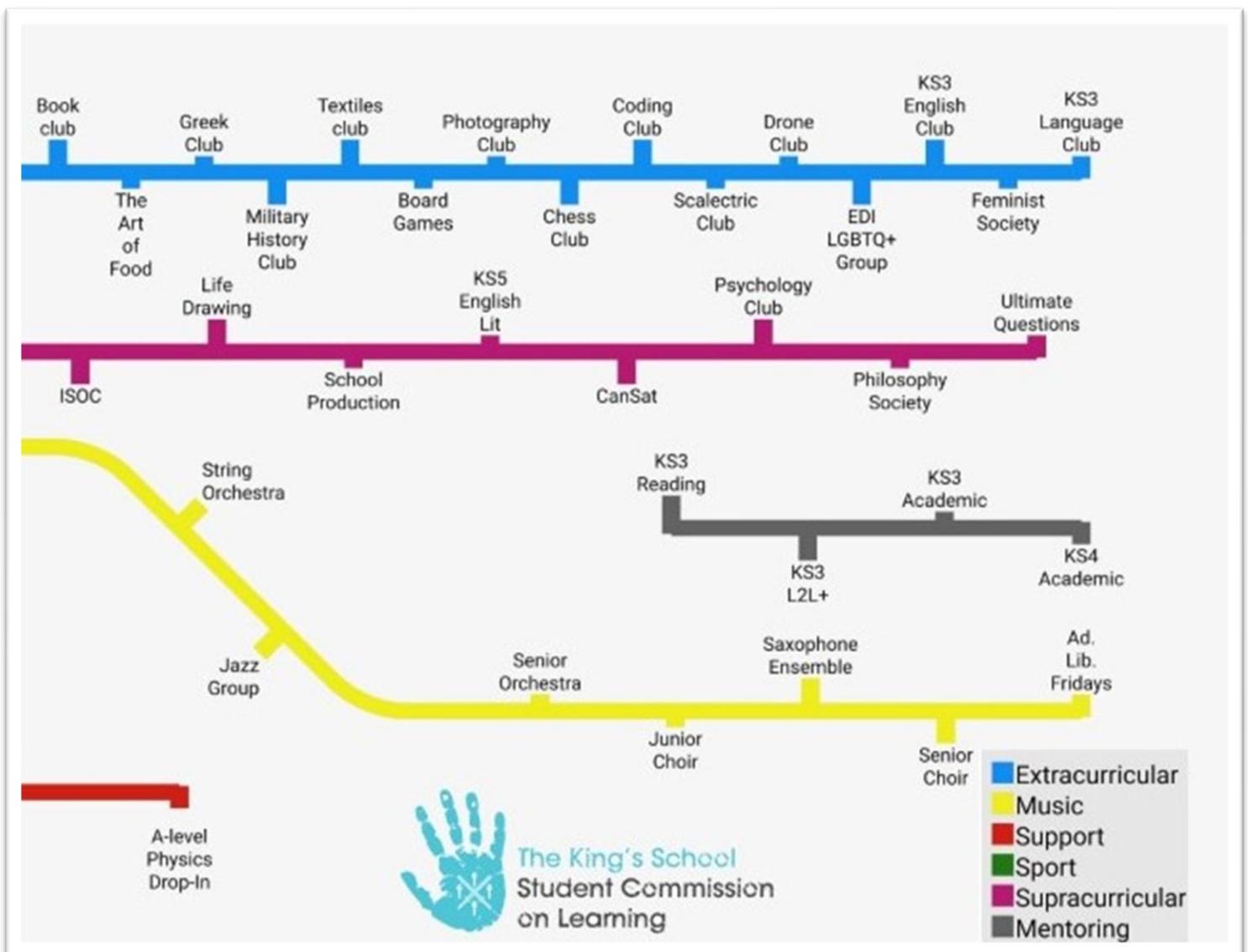
Further information regarding homework and homework timetables can be found on our [website](#).

## Clubs and Extra-curricular Activities

Clubs and sports activities take place regularly after school. You can find a list of these on the EduLink One app, as well as an email regarding the extra-curricular Sports Clubs which is sent weekly to all students and parents via email.



The map of opportunity is a guide to students to show them the resources available to them through the school. There is a great range of extra-curricular clubs available to students. An [interactive map](#) is on the school website.



## Houses

An integral part of student life at King's is the House Competition, fiercely fought with events throughout the year. There are four houses:

**St. Chad's**

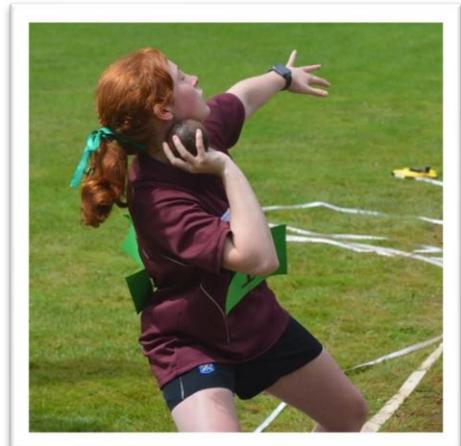
**School House**

**St. Oswald's**

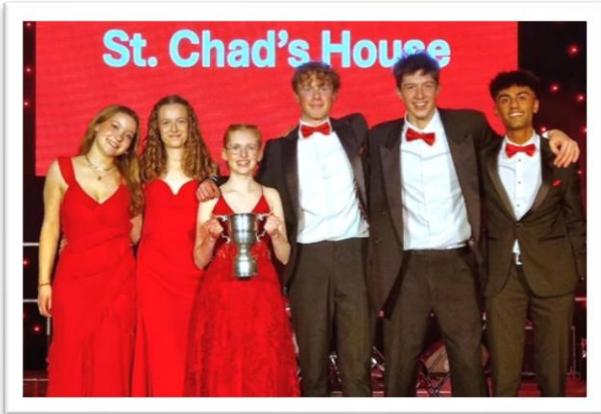
**St. Peter's**

Each House has 2 captains and 4 vice-captains, chosen from Year 13, based upon their contribution to the School and their House during their time at King's.

All students are given the opportunity to gain 'House Points' for various achievements. Students compete in sporting, musical and academic activities throughout the school year and are greatly encouraged to identify with their House 'community' - working towards the hope of winning the prestigious 'House Cup', awarded after Sports Day, at the end of the school year.



The event of the year, though, has to be 'House Music'. All the Houses compete in one night of fantastic musical entertainment, putting on pieces from their own orchestras, band, junior choir, senior choir and then raising the roof with the whole House 'finale'.



## School Performances

We have 2 School Performance which take place each year. The first is a whole school performance and the other is a lower school performance (Years 7-9).

This is run by the Drama and Music Departments. This year we had the pleasure of seeing our students perform Footloose and the Grimm Tales.



## Assemblies and Collective Worship



A main school Collective Worship is held every Monday and Friday morning. Throughout the week other assemblies are held including:

- House Assembly
- Year Group Assembly
- Lower School, Middle School Assembly
- Form Assembly, which pupils take turns to lead

Details are on the assemblies list issued to each Form Tutor at the start of each term.

## Alternative Worship - The Prayer Room

The Prayer Room is located behind the main hall with access from the Tech Quad.

The Prayer Room is for the use of all pupils; all staff and all faiths. It has simple furnishings, including a moveable altar. We are using this facility as an opportunity to extend the worship that goes on in school. Every two weeks, on a Friday morning, an activity we have termed 'Alternative Worship' will take place there as an alternative to our main assembly. Different types of worship will take place - a communion service, a Taize style service and informal worship led by Sam Higgins and the team from CROPS. This worship is intended to be accessible to all denominations.



## Cathedral Services

We are fortunate to enjoy a close working partnership with Peterborough Cathedral with at least six whole school services held in this incredible place of worship each year. It is expected that all pupils and teaching staff will attend these services. All students will walk to and from the Cathedral along the agreed route with their Form Tutor and Pastoral Prefects. Students will be expected to exercise great consideration with regard to other pedestrians on route.

## Purchasing of Food and Much More!



### Online Payments

As a parent/carer, you will receive a letter inviting you to use our online payment service. This allows you to make payments for your child's trips, events and dinner money over the School's secure internet website using debit or credit cards. Whilst the full amount of your payment is always credited to your child's account, the School incurs a transaction charge calculated as a percentage of the value of each transaction. As this percentage charge is substantially lower on debit card transactions compared to credit card transactions, we would therefore encourage you, whenever possible, to use a debit card to make payments to reduce the School's financial charges.



[www.scopay.com](http://www.scopay.com)



### Student Swipe Card

Each student is issued with a Swipe Card which allows them access to the school during school hours and to purchase food during breakfast, break and lunch times. If your student loses or damages their Swipe Card, a new one will need to be purchased by ordering it through ScoPay.

In the meantime, they can go to the ICT Department to access a temporary Swipe Card for the day which allows them to use their funds for food and drink, but access to the school is not possible. It is advisable for students to stay close to friends, to be able to access the school until their new Swipe Card has been prepared. No purchases from the Dining Hall may be made in cash.



It is the responsibility of each student, in conjunction with their parent / carer, to ensure that there are sufficient funds paid into their account before making purchases.

Packed lunches are of course allowed to be brought into school although please note, **we are a nut-free school.**

You can see what has been spent by logging on to our online Caternet statements website at <http://www.upay.co.uk/> - instructions on how to register for this site, will be sent to you at the beginning of the academic year. You can also find instructions [here](#). Our affiliate ID is KINGSSCHOOL.

## School Trips and Events

The King's School is proud to offer numerous opportunities for students to attend educational trips throughout the school year. You will be notified of relevant trips and events via email and this will be put on the ScoPay app for payment to be made.



These are just a few snapshots from our 2025 trips to Iceland and Greece.

## Donations

A number of parents, carers, and former students support the school by making regular monthly donations which help to fund exciting sports, music and curriculum projects which have a huge impact on the school experience for our students.

If you would like to make a regular donation, please download and complete the Donor Standing Order & Gift Aid Declaration form which is available on the [school website](#) to send to your bank, emailing a copy to [finance@kings.peterborough.sch.uk](mailto:finance@kings.peterborough.sch.uk).

If you are a UK taxpayer and not already using an alternative tax efficient giving scheme such as the Charities Aid Foundation or Payroll Giving, you can Gift Aid your donations if you are paying Income Tax and/or Capital Gains Tax of more than the amount of Gift Aid claimed on all your donations in that tax year. Gift Aid of 25p for every £1 donated can be claimed by us at no extra cost to yourself. Furthermore, if you pay tax at the higher or additional rate, you can claim the difference between the rate you pay and basic rate on your donation by either including the donations on your Self-Assessment tax return or by asking HM Revenue and Customs (HMRC) to amend your tax code.

Some parents prefer to make ad-hoc donations when they are paying for trips and lunches on Scopay. You can also complete a Gift Aid form on your [www.scopay.com](http://www.scopay.com) account. This can be found in the 'Your Info' section and completed online.

## Sponsorships

We are also fortunate to have a number of corporate sponsors who fund specific projects. If you would like to discuss sponsorship options, please email [finance@kings.peterborough.sch.uk](mailto:finance@kings.peterborough.sch.uk) to request a sponsorship pack.

## Money

You may be allowed to borrow money from the Finance Office in an emergency, for transport home. You will be asked to repay the debt the following school day. If you delay repayment, you may not be allowed to borrow money in the future.

Large sums of money should not be brought to school.

## Activities Week

Every academic year, The King's School has an allocated week in July where each year group attends an Activities Week catered to them. Some year groups go on residential for the week, while other year groups have daily trips. Our Year 10s have their work experience during this time.

You can find further information about Activities Week on our [website](#).



## Positive Achievement



In addition to the everyday praise that students may receive in lessons, the school operates a system that allows staff to award achievement points. This approach is to encourage students to achieve their very best.

The points are given for a range of reasons (see categories list below), this emphasises both effort and the development of skills that the school feels are vital for young people in the 21st Century.

The number of points awarded can be viewed on the summary reports sent home, as well as accessed through our online reporting. Students' parents will receive achievement emails once certain thresholds have been reached. All points awarded count towards the overall House competition.

### Categories include:

- **Acts of Kindness & Generosity**
- **Excellent Learning**
- **Contribution to School Life**
- **Resilience & Growth**
- **Leadership & Service**
- **Inclusivity & Peer Support**
- **Spiritual Growth & Reflection**

## Equipment and Property

All pupils must have the following basic equipment with them in a pencil case in lessons:

- Two working pens
- One red pen and one green pen
- One pencil
- A rubber
- A sharpener
- A ruler
- A protractor
- A pair of compasses
- A ruler
- A glue stick
- Highlighters

- Scissors
- A calculator – either New Casio FX-83GTCW Scientific Calculator (approx. £14.00) or New Casio FX-85GTCW Scientific Calculator (Solar powered) (approx. £16.00)

All necessary books, exercise and text books should be taken to the lesson as appropriate. All pupils must be properly equipped for all lessons, including PE and practical subjects.

### ***TAKE CARE OF YOUR PERSONAL PROPERTY!***

**Each item (including sports equipment) should be indelibly marked with your name.**

### **Personal Property**

All personal property, schoolbooks and clothing must be clearly marked with the student's name before being brought to school.

Any personal property found in the school should be handed in to Pupil Reception. Pupils can go to Pupil Reception to see if any lost property has been handed in. Details of any named lost property will be emailed to pupils to give them the opportunity of collecting their items quickly. After two weeks lost property items will be disposed of or recycled if they have not been claimed.

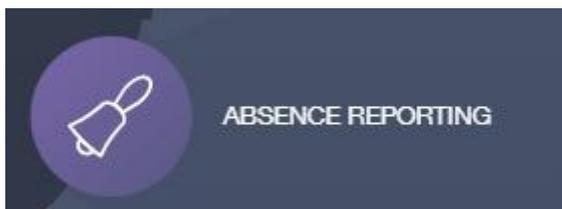
## Attendance and Punctuality

It is important that our students develop the habit of arriving in school with plenty of time to spare before going to registration. They will then get a prompt and proper start to the morning and afternoon sessions.

- If they miss the registration period through lateness, they must sign in at Pupil Reception immediately on their arrival to school.
- It is very important that the school attendance records show correctly who is in school, in case there is an emergency.
- If students are regularly late or absent, it will be followed up by a member of staff and parents will be contacted. If the problem persists, we will follow our Attendance Policy which can be accessed on our website.

## Reporting and requesting an Absence

### Reporting Absence Due to Illness via EduLink One (Only if your child is unwell)



All same-day absences due to illness should be reported using the **EduLink One app in the morning of the absence.**

To report a same-day absence:

1. Open the **EduLink One app** and tap the **'Absence Reporting'** icon.
2. Select the date range of your child's absence using the calendars.
  - a. The **'Date From'** should be the first day of absence.
  - b. The **'Date To'** should be the next School day (you will need to report the absence on **each day** your child is off School).
3. Enter a brief explanation in the **'Reason for Absence'** text box.
4. You may also attach supporting documents (e.g. a medical certificate) if applicable.
5. Click **Send** to complete your report.

### Planned Leave of Absence Requests (e.g. for dental/medical appointments, funerals, religious observance or any other planned absence)

Parents and carers must now use this online form which can also be found on our School website here. This system allows us to manage and respond to requests more efficiently. *(It is advisable to bookmark this online form on your phone)*

## Please note the following:

- **Submit in good time.** Where possible, leave of absence requests should be submitted well in advance of the proposed absence. This helps us review and respond promptly.
- **Check your junk/spam.** Once processed, you will receive a confirmation email, which may appear in your junk or spam folder. Please check this if you have not received a response.
- **Do not reply to automated emails.** These confirmations are sent from an unmonitored inbox. For any queries, please contact the School Office directly on **01733 751541** or email [admin@kings.peterborough.sch.uk](mailto:admin@kings.peterborough.sch.uk).

## Signing Out/In



If your child has to leave school for any reason during the day (illness or appointment), they must sign out (and, if necessary, back in) on the 'REGISTER LIVE' screen which you will find on the wall just outside Pupil Reception. If this is not working, then you must sign in/out on the relevant sheet that can be found on Mrs England's desk in Pupil Reception.

## Accidents or Illness

If students become ill or have an accident at school, the first thing they must do is tell a teacher. After which, if necessary, go to Pupil Reception. **Students must not phone or text to ask parents to collect them, if necessary, parents will be contacted by the school and asked to collect.**

The King's School does not supply any kind of medication. Medicines should only be brought into school where essential and will only be accepted if they have been prescribed by a doctor, dentist, nurse prescriber or pharmacist prescriber. If students are taking medication, their parents must complete a [Medical Consent Form](#). It must be properly packaged with the students name and given to Mrs England in Pupil Reception, with a note from their parents explaining what it is for, the correct dosage and the time it should be taken. Students must then go to Pupil Reception at the appropriate time to take their medication. Students aged over 13 may carry a one-day supply of pain-relieving medication **(for their consumption only)**.

N.B. A one-day supply consists of a maximum of two tablets. If students require an inhaler or EpiPen, they must keep it with them at all times and a spare can be stored by Mrs England in Pupil Reception if they wish, for emergencies.

## Missed/Excused Lessons

Sometimes through no fault of their own (e.g. illness) students will miss lessons and the schoolwork covered during those lessons. It is the responsibility of each student to ensure they are caught up with all schoolwork that may have been missed. Teachers are always available over email and in person.

## Standards of Behaviour

### Code of Conduct

Pupils and staff of The King's School treat one another with respect and courtesy: their individual behaviour is orderly and civilised; they move calmly and efficiently from place to place, arriving punctually for their lessons and other appointments.

The King's School is a large community. During the day a large number of people work within the School. We, therefore, depend on each other to make the School run smoothly. Every member of the School should act in a responsible, polite, sensible manner, having respect for all other people and their property. This means that pupils should:

- Move around the buildings in a quiet manner, keeping to the left where possible, using the one-way system, not running, pushing or shouting. This may mean allowing people to pass or opening doors for others.
- Outside school, pupils must remember that they take the reputation of the School with them, wherever they go. Therefore, they should always act in ways which enhance our reputation.
- Speak politely to everyone.
- Follow requests made by staff and prefects.
- Keep the School neat and tidy. This includes putting all litter into the bins provided, keeping the furniture and walls free from graffiti, being careful with displays. Rooms should be left clean and tidy at the end of each lesson.
- Eat and drink only in the dining room or outside.

***Chewing gum is not acceptable anywhere.***

Not smoke or use a vape in school hours and/or when wearing their school uniform.

- Be correctly and smartly dressed in full school uniform from the time they leave home, to when they return. Pupils should change back into full uniform after all PE lessons.
- Arrive at lessons with all the items of the basic school equipment list plus all relevant exercise and text books.
- Sit correctly on chairs, and not tables.

- Meet all deadlines set for the completion and handing in of work.
- Thank members of staff when appropriate, e.g. following an out of school activity.
- Do not obstruct pavements, especially when waiting for buses, or walking to the Cathedral and Sports Fields.
- The classroom (including laboratories, Technology areas and the Hall) during lesson time is a place of work where there need to be rules to allow everyone to work safely, successfully and enjoyably. The computer facilities should be used for the educational purposes for which they are intended.

## **Prefects**

Trustworthy and responsible pupils from the Sixth Form are appointed as Prefects, to help teachers look after certain parts of the School and to help you if you have a problem. They have duties and responsibilities, and all students must follow the instructions they give. They can be recognised by the black gowns they wear over their blazers.

### **At the start of lessons, pupils should:**

- Either wait quietly outside the room and enter when told to do so by a member of staff or, if allowed, wait in a quiet and orderly manner in the room, until the teacher arrives. *(It is the pupils responsibility to ensure they have the correct books for their lessons as bags are not be carried around school)*

### **During lessons, pupils should:**

- Listen to the teacher and other pupils in silence.
- Ask and answer questions by raising their hand, not by calling out.
- Work sensibly, not distracting or annoying others in the lesson.
- Not eat or drink during the lesson.
- At the end of a lesson only pack away when instructed by the teacher, and then wait to be dismissed.

## **Consultation**

We are keen that all pupils should settle in happily and reach their full potential in all aspects of school life. Should the progress and/or the conduct of any pupil give rise to concern, parents will be notified, and the student may be placed on 'report'. In some cases, parents may be asked to come to the School to discuss the matter.

Any parents who wish to discuss any aspect of their child's well-being at school should refer the matter, in the first instance, to the Form Tutor or to Miss Key to make an appointment.

## Assessments, Reports and Communications

There are three Assessment Points per year. At each of these formal assessment points, you will receive a report containing the following information for each subject your child studies:

### Current Attainment Grade

This is a Key Stage Three grade expressed on a scale of 1-9 (whereby 9 is the highest) and reflects how well your child has performed in controlled assessments since the last assessment point. It is based on a normal King's School distribution at GCSE, and is relative to the performance of peers.

### Projected Grade

This grade is based on a broader range of evidence, including classwork, homework, and teacher observations. It indicates the grade your child is likely to achieve at the end of the Key Stage if they continue working at their current level.

### Reference Grade

This represents the potential of your child if they were to perform in the top 20% nationally at GCSE and is based on Key Stage 2 SATs and CAT4 testing that students do at the start of Year 7. Clearly, this is a long way ahead, but it does provide a useful comparison to help you understand how well your child is meeting potential at Key Stage 3.

### Approach to Learning Grades

Your child will also receive grades for their approach to:

- **Homework**
- **Classwork**
- **Behaviour**

These are graded on a scale of 1 to 3:

- **1 – Excellent** (with **1\*** available for an exceptional approach)
- **2 – Good**
- **3 – Cause for concern**

Once a year, one of these assessment points will be followed by a Parents' Evening, giving you the opportunity to discuss your child's progress in more detail. Additionally, once a year, you will receive written comments from your child's Academic Head of Year, offering further insight into their development and achievements.

## Anti-Bullying Policy



There are many definitions of bullying, but most have three things in common:

- It is deliberately hurtful behaviour.
- It is repeated, often over a period of time.
- It is difficult for those being bullied to defend themselves.

Bullying can take many forms but four main types are:

- Physical - hitting, kicking, taking of belongings.
- Verbal - name-calling, insulting, racist remarks.
- Relational - spreading nasty stories about someone, excluding someone from social groups.
- Cyberbullying – through digital platforms such as social media, text message or online forums.

***Bullying is unwanted, repetitive aggressive behaviour that involves a real or perceived power imbalance.***

We strongly believe that our students are entitled to receive their education in a safe, caring, empowering environment, free from fear and intimidation.

The School will consider each Bullying incident individually and recognises that a variety of responses will be necessary to deal with incidents. Exclusion may be considered as a course of action if the bullying does not stop.

It is important for our students to remember:

- Do not suffer in silence or allow others to.
- Tell someone and keep on telling until something is done.

As a School, we have raised money on our Odd Socks Day during anti-bullying week.

## Safeguarding

Responsibility for the running of The King's (The Cathedral) School lies with the Senior Leadership Team. Here you can see and find out about the specific responsibilities of each member of the team. You can direct specific and urgent enquiries to the individual, although more general or less



urgent enquiries should be directed to our [Admin team](#).

Designated Safeguarding members of staff are:

- Mrs Willis – Assistant Headteacher (Sixth Form) - DSL
- Mr Rhodes – Deputy Headteacher - DDSL
- Mr Mbanu - Assistant Headteacher (Sixth Form) - DDSL
- Mr Armstrong - Assistant Headteacher (Years 10 and 11) - DDSL
- Mr Pinguenet - Assistant Headteacher (Years 8 and 9) - DDSL
- Mr Pengelly - Assistant Headteacher (Junior Department and Year 7) - DDSL
- Ms Lawrence - Special Educational Needs and Disabilities Co-Ordinator – DDSL
- Miss Key – Pupil Support Officer (Junior Department and Year 7) - DDSL
- Mrs Farrell – Pupil Support Officer (Years 8 and 9) - DDSL
- Mrs Roberts – Pupil Support Officer (Years 10 and 11) - DDSL

## Senior Leadership Team



|  |  |  |                                    |  |
|--|--|--|------------------------------------|--|
| Charlie Armstrong<br>(Asst. Headteacher) | Oliver Pengelly<br>(Asst. Headteacher) | Jamie Pinguenet<br>(Asst. Headteacher) | Rob Mbanu<br>(Asst. Headteacher)   |  |
| Rebekah Merrington<br>(SENDCo)           | Duncan Rhodes<br>(Deputy Headteacher)  | John Harrison<br>(Headteacher)         | Lucy Willis<br>(Asst. Headteacher) | Natalie Ray<br>(Chief Financial Officer) |

## Pastoral Support

If a member of staff has a concern about a student, their standard of work, attitude/behaviour/effort or general welfare, they may instigate our four-stage referral system. This will be passed to the Pupil Support Officer and the Academic Head of Year. Someone will then contact the student in an effort to help them solve the problem or overcome the difficulty. If it is a concern about behaviour or anything which contravenes the Code of Conduct, then staff may use sanctions. Members of staff will try to help your child understand, not only the reason for the sanction, but also ways of avoiding similar misdeeds in the future.



*Our wonderful pastoral team  
Miss Key (Junior Department and Year 7), Mrs Farrell (Years 8-9), Mrs Rickard  
(Years 12 and 13) and Mrs Roberts (Years 10 and 11)*

### Sanctions your child might receive include:

- A verbal reprimand
- Detention
- Extra work or work to be done again with extra pieces added to it.
- Active Citizenship - useful work around school at break e.g. litter picking, cleaning tabletops.
- For more serious anti-social or disruptive behaviour students might expect sanctions which include:
  - *Withdrawal of privileges such as membership of school teams or attendance on trips.*
  - *Being placed on report or homework check. Parents would be informed.*
  - *Internal exclusion. You may not be allowed to attend certain lessons until the problem has been resolved and work completed.*
  - *Temporary exclusion or suspension from school.*
  - *In extreme cases, permanent exclusion from school. (In these cases, the Local Education Authority will attempt to find your child another school to attend.)*

At the discretion of the school, parents may be contacted and asked to visit the school to discuss the matter.

## Technology at School



Students should not be on their mobile phones upon arrival and at any stage during the school day. Mobile phones should be switched off or on silent and stored out of sight. Wireless earphones/headphones should be stored out of sight; Smart watch capabilities are in line with mobile phones.

- Between lessons mobile phone use is not permitted.
- Form tutors may allow time for any student to use their phones to respond to staff emails.
- Phones may be used in lessons to aid teaching and learning but only if directed by the teacher.
- **If a student is unwell, their first point of contact is their teacher and then Mrs England at Pupil Reception who will contact parents if a student needs to go home due to illness – students are not permitted to contact parents if they are feeling unwell.**

The penalty of use of technology which is not in line with the school policy is immediate confiscation and potential detention - collection from Pupil Reception at the end of the School day.

Each student is provided with a locker which has a lock. Students should always leave any technology in a secure place. When students are in PE/Games lessons, their technology should be locked in their locker for safekeeping.

~

## LOWER & MIDDLE SCHOOL GIRLS' UNIFORM

- School blazer with badge
- House badge
- Skirt:
  - **Years 7-9:** Grey box-pleated skirt below knee length with waistband visible
  - **Years 10-11:** Grey kick pleat skirt below knee length with waistband visible
- Revere-neck long or short-sleeved white blouse - *this must be tucked in and fully buttoned at all times*
- Long grey or maroon socks or plain black or bare-leg / flesh-coloured tights
- Short white socks (summer)
- Plain black shoes - *not suede or canvas, or boots*

### Optional

- Sweater:
  - **Years 7-9:** Maroon V-neck sweater with School crest
  - **Years 10-11:** Black V-neck sweater with School crest

*No cardigans are permitted, or garments with hoods, zips, patterns, ribs, etc. No logos are permitted except for the School crest*

- School scarf - *no other scarves are permitted*
- Grey knitted tights
- Hair accessories - *must be plain black or maroon*
- Dark-coloured coat, raincoat or anorak (a discreet logo is permitted). *No fashion, denim or leather coats are acceptable*

## SPORTS CLOTHES AND EQUIPMENT

### Compulsory Items

- Maroon polo shirt with School crest\*
- Black skirt\*
- Girls-fit black shorts with School crest **OR** black sports leggings\*
- Maroon football socks with 'King's' white turnovers\*
- Black trainers
- White socks
- Hockey stick
- Shin pads

### Optional

- Girls full-zip training top\*
- Performance swacket with School crest\*
- White base layer top with 'King's'\*
- Black sports leggings with School crest\* - **no other colour or stripes are acceptable**
- Gum shield - **STRONGLY RECOMMENDED** (*OPRO will visit the School early in the Autumn Term for gum shield fittings*)

**ARTICLES OF CLOTHING AND PE KIT MUST BE CLEARLY AND INDELIBLY MARKED WITH THE STUDENT'S NAME BEFORE BEING BROUGHT TO SCHOOL**

## JEWELLERY AND APPEARANCE

***No jewellery or watches should be worn for Physical Education lessons***

- Earrings - studs or small sleepers only, one visible in each ear lobe
- A single chain necklace and a ring may be worn, but no other jewellery or adornments are acceptable
- No noticeable make-up should be worn - this includes nail varnish and lipstick
- Extreme hairstyles and unnatural hair colours are not acceptable. Culturally appropriate hair is acceptable, natural colours only.
- Nose studs, other visible studs or visible tattoos are not permitted

**All The King's (The Cathedral) School branded\* items may be purchased from Total Clothing, Botolph Bridge Trading Estate, 9 Oundle Road, Peterborough PE2 9QP  
<https://www.totalclothingshop.co.uk/>**

Pre-owned and nearly-new items can be purchased by contacting The King's Friends by email at [kingsfriends1541@gmail.com](mailto:kingsfriends1541@gmail.com) or via their Facebook page at [www.facebook.com/KSPPSA](https://www.facebook.com/KSPPSA)

## LOWER & MIDDLE SCHOOL BOYS' UNIFORM

- School blazer with badge
  - House badge
  - Plain dark charcoal grey trousers - *not black or near black, nor jeans-type or corduroy*
  - Plain long or short-sleeved white shirt - *this must be tucked in and fully buttoned at all times*
  - Plain black, maroon or dark grey socks
  - Plain black shoes - *not suede or canvas, or boots*
  - Tie
  - **Years 7-9:** Lower School clip-on tie
  - **Years 10-11:** Middle School clip-on tie
- Optional**
- Sweater:
    - **Years 7-9:** Maroon V-neck sweater with School crest
    - **Years 10-11:** Black V-neck sweater with School crest
- No cardigans are permitted, or garments with hoods, zips, patterns, ribs, etc. No logos are permitted, except for the School crest.*
- School scarf - *no other scarves are permitted*
  - Dark-coloured coat, raincoat or anorak (a discreet logo is permitted). *No fashion, denim or leather coats are acceptable.*

## SPORTS CLOTHES AND EQUIPMENT

### Compulsory Items

- Maroon polo shirt with School crest\*
- Black and white rugby shirt\*
- Maroon football socks with 'King's' white turnovers\*
- Black rugby shorts
- Boys-fit PE black shorts with School crest\*
- Football / Rugby boots
- Black trainers
- White socks
- Shin pads

### Optional

- Black training pants with School crest\* - **no other colour or stripes are acceptable**
- Boys' black ¼-zip training top with School crest\*
- Performance swacket with School crest\*
- Black base layer top with 'King's'\*
- Gum shield - **STRONGLY RECOMMENDED** (OPRO will visit the School early in the Autumn Term for gum shield fittings)

**ARTICLES OF CLOTHING AND PE KIT MUST BE CLEARLY AND INDELIBLY MARKED WITH THE STUDENT'S NAME BEFORE BEING BROUGHT TO SCHOOL**

## JEWELLERY AND APPEARANCE

***No jewellery or watches should be worn for Physical Education lessons***

- A single chain necklace and a ring may be worn
- No other jewellery or adornments including earrings, nose studs, other visible studs or visible tattoos are acceptable
- Hair must be above collar length
- Facial hair is not acceptable other than on religious grounds
- Extreme hairstyles and unnatural hair colours are not acceptable. Culturally appropriate hair is acceptable, natural colours only.

**All The King's (The Cathedral) School branded\* items may be purchased from Total Clothing, Botolph Bridge Trading Estate, 9 Oundle Road, Peterborough PE2 9QP**  
<https://www.totalclothingshop.co.uk/>

Pre-owned and nearly-new items can be purchased by contacting The King's Friends by email at [kingsfriends1541@gmail.com](mailto:kingsfriends1541@gmail.com) or via their Facebook page at [www.facebook.com/KSPPSA](http://www.facebook.com/KSPPSA)

# TOTAL CLOTHING

The King's (The Cathedral) School, Your School Uniform Supplier



Visit our Shop  
No9  
Botolph Trading Estate  
Oundle Road  
Peterborough  
PE2 9QP

Opening hours  
Winter hours  
9:00am to 5:00pm Monday to Friday

Summer hours  
22nd July to 13th September  
9:00am to 5:30pm Monday to Friday  
Summer Saturday opening  
20th July to 14th September  
10:00am to 4:00pm



Available in store or on line from Monday 4th March

  
**SCHOOLS**



Or order online  
[www.totalclothingshop.co.uk/kings](http://www.totalclothingshop.co.uk/kings)



[www.totalclothing.co.uk](http://www.totalclothing.co.uk)

Call 01733 394758

[customerservices@totalclothing.co.uk](mailto:customerservices@totalclothing.co.uk)



**OPRO ARE INDUSTRY EXPERTS OFFERING QUALITY PROTECTION FOR EVERYONE**

OPRO has worked with your school to deliver a bespoke Instant Custom-Fit mouthguard.  
With over 25 years of industry experience, we are a trusted name,  
providing quality protection, superior comfort, and performance you can trust.

Choose this design or explore our full range of options. Click below.

**10% OFF SITEWIDE**

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**KingsPeterborough10**

**CLICK HERE TO ORDER**



**THINK MOUTHGUARD. THINK OPRO.**

OPRO ARE PROUD TO BE THE OFFICIAL SUPPLIER OF



Next term, your child will be participating in **rugby or hockey**. To ensure their safety during these activities, it is strongly recommended for all students to wear a mouthguard.

We are pleased to partner with OPRO, the world's largest manufacturer of custom-fit mouthguards, to provide a solution that guarantees both comfort and protection. OPRO's revolutionary **Instant Custom-Fit Mouthguard** offers the same high-level protection as dentist-fitted mouthguards, with the convenience of fitting it at home.

### **Benefits of the Instant Custom-Fit Mouthguard:**

- **Instant Fit:** OPRO's innovative fitting system allows your child to take a dentist-level impression of their teeth while moulding the mouthguard at home.
- **Custom Protection:** Choose from three protection levels to suit your sport, antimicrobial protection is now built into the mouthguard as standard for extra hygiene.
- **Professional Quality:** Made in OPRO's state-of-the-art facility in Hertfordshire, this mouthguard offers the highest level of protection, as worn by professionals.
- **Affordable Pricing:** Prices start from just **£29.99**, plus use the discount code **KingsPeterborough10** to receive **10%** off the entire OPRO range.
- **Quick Delivery:** The Instant Custom-Fit mouthguard can be manufactured in as little as 2 days. Once fitted at home, it's ready for use.
- **Complimentary Fitting-Practice Guard:** You will receive a free Self-Fit Mouthguard to practice the fitting process, which can also serve as a spare for the season.
- **Peace of Mind:** All OPRO mouthguards come with a 12 month [Dental Warranty](#) and [Precision-Fit Guarantee](#).

### **How to Order Your OPRO Instant Custom-Fit Mouthguard:**

1. Visit: <https://opro.info/TheKingsSchool-Peterborough>
2. Select the mouthguard you would like to purchase.
3. Enter the discount code **KingsPeterborough10** at checkout to receive **10%** off.
4. Your OPRO Instant Custom-Fit mouthguard will be shipped to the delivery address you provide.
5. Follow the fitting instructions included with the mouthguard or use our [Fitting Room](#).
6. Your mouthguard is now ready to use!

If the Instant Custom Fit isn't quite right for your child, don't worry! A variety of other options are offered to suit your child's needs, and with prices starting from just £4.99, there's something for everyone. Plus, you can use the code **KingsPeterborough10** to save **10%** on all products at [www.opro.com](http://www.opro.com)

Should you have any questions or need assistance, feel free to contact OPRO's customer care team at **01442 430690** or email [info@oprogroupp.com](mailto:info@oprogroupp.com).

## Policies

Please find all school policies [here](#).

## Communication

All communications to parents are through email. We include parents on the mailing list using the email address supplied to us. If you have a change of email address, please update your details on the EduLink One app or contact: [admissions@kings.peterborough.sch.uk](mailto:admissions@kings.peterborough.sch.uk)

For those who do not have an email address, letters are also displayed on the school website or you may request a paper copy should you not have access to the internet.

## Websites and Social Media

Information about the school can be obtained on the School Website

[www.kings.peterborough.sch.uk](http://www.kings.peterborough.sch.uk) and our Social Media pages



[Facebook](#)



[Instagram](#)



[LinkedIn](#)



## School Term Dates 2025-2026

### 2025

*Summer Term Closes*

*Friday 18 July 2025*

Professional Training Day - School Closed

Monday 01 September 2025

Professional Training Day - School Closed

Tuesday 02 September 2025

Autumn Term Opens

Wednesday 03 September 2025

**Half Term**

**Monday 27 October - Friday 31 October 2025**

Autumn Term Closes at 12.30pm

Friday 19 December 2025

### 2026

Professional Training Day - School Closed

Monday 05 January 2026

Spring Term Opens

Tuesday 06 January 2026

**Half Term**

**Monday 16 - Friday 20 February 2026**

Spring Term Closes at 12.30pm

Friday 27 March 2026

Summer Term Opens

Monday 13 April 2026

May Day

Monday 04 May 2026

**Half Term**

**Monday 25 May - Friday 29 May 2026**

Summer Term Closes at 12.30pm

Thursday 16 July 2026

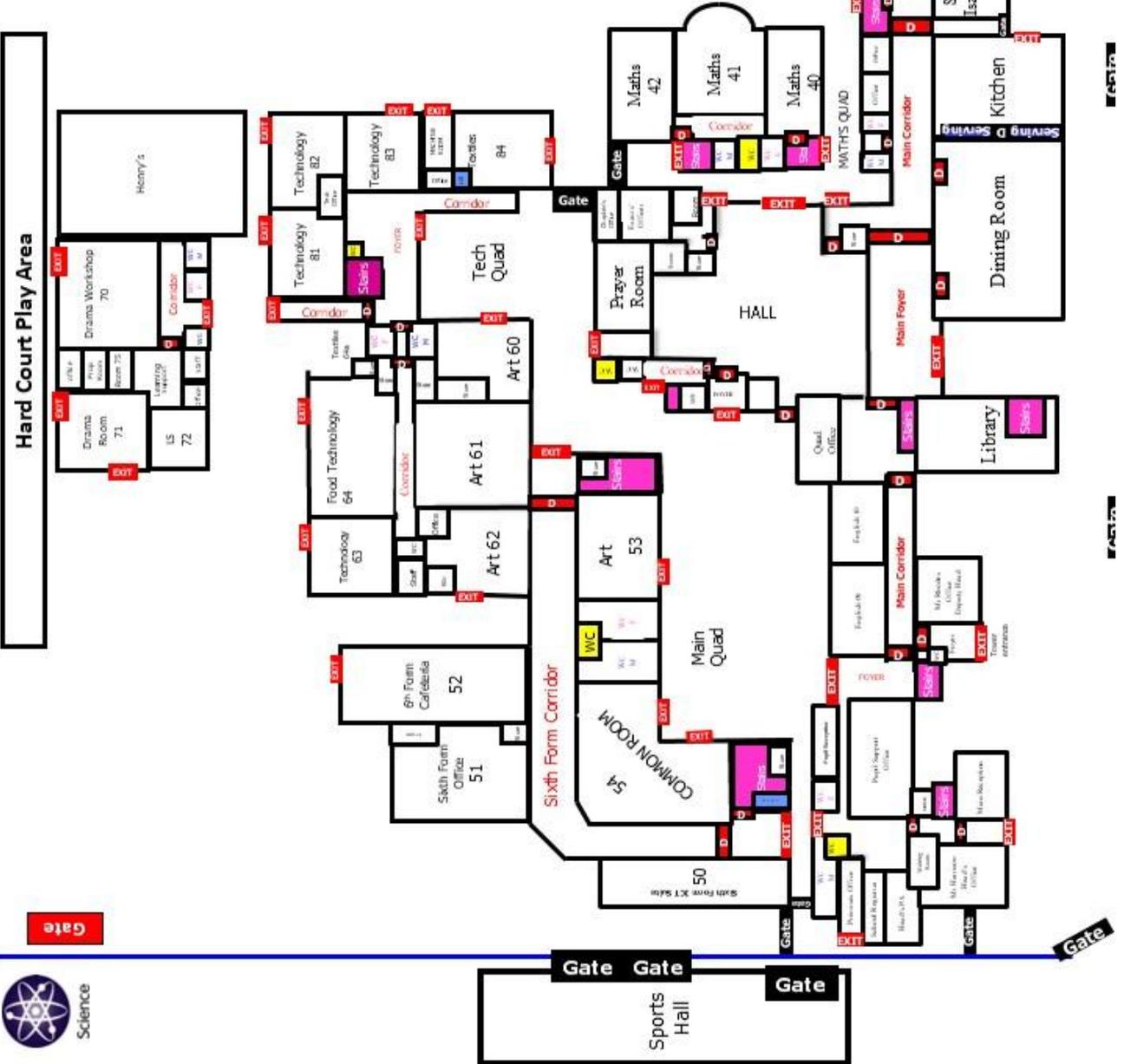
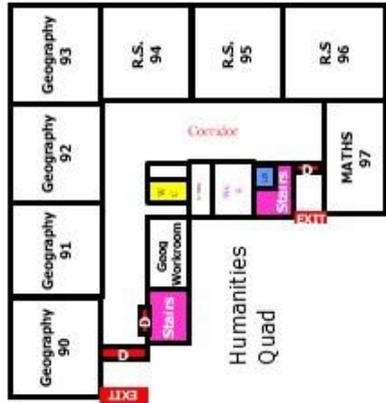


Gate

### Hard Court Play Area

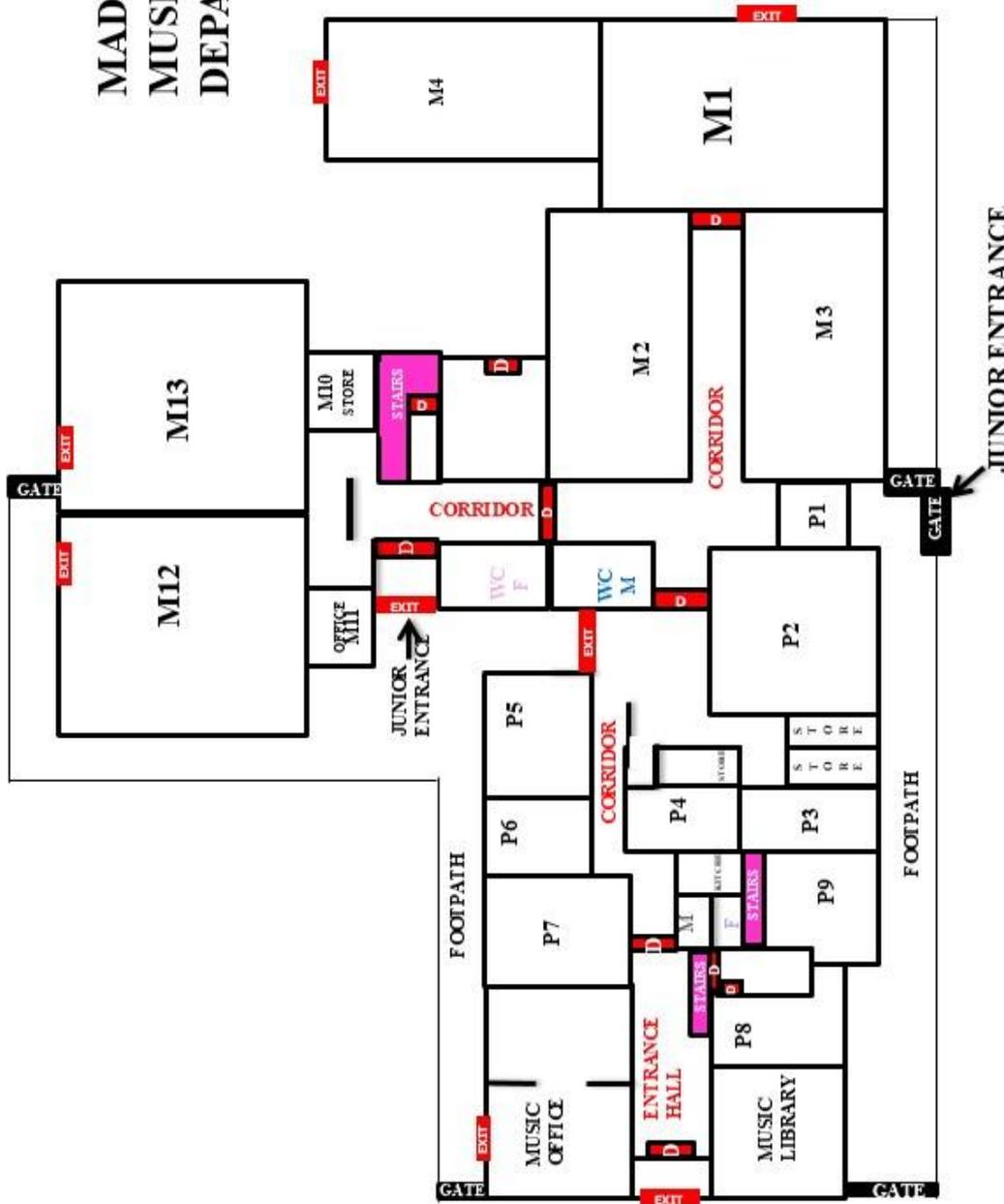


### GROUND FLOOR PLAN





**MADELEY HOUSE  
MUSIC & JUNIOR  
DEPARTMENTS**



The King's  
(The Cathedral)  
School



## CONTACTS

**Mrs H Sanctuary (AHOY):**

Sanctuary.h@kings.peterborough.sch.uk

**Miss N Key (PSO):**

Key.n@kings.peterborough.sch.uk

**Mr O Pengelly (SLT):**

Pengelly.o@kings.peterborough.sch.uk

**A Publicly Funded Independent Academy**

The King's (The Cathedral) School Peterborough is a company limited by guarantee registered in England and Wales No.

7464058

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Peterborough

PE1 2UE

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