

Toynbee School

Year 6 Induction
2026



Welcome from the Headteacher



As Headteacher, my team and I would like to welcome you to Toynbee. Toynbee is a popular and successful school. Our vision of 'Personal Best' means that we are constantly striving for the highest standards of work and behaviour; we simply want you to be "An Incredible You"!

We are a caring and inclusive school, and have high expectations of students, staff, and parents. We pride ourselves on the importance of traditional values and the importance of academic success whilst embracing the future. Toynbee Governors work closely with us to ensure that standards are monitored and identify ways to improve

Our pupils' aspirations & dreams for their future are the central focus of our work here. We believe that only through full participation in school life can our pupils become the most incredible person they can be. We want them to thrive and develop their potential through every opportunity offered to them both within and beyond the classroom. Our pupils can enjoy exceptional teaching, friendly and respectful support alongside some of the best extra-curricular provision the County has to offer.

Our academic curriculum is traditional and there is plenty of choice for all pupils' talents to be recognised. We pride ourselves on finding flexibility for individuals' needs and whilst this is provided for across the schools' academic and extra-curricular activities, it is especially evident in our Visually Impaired Resource Centre, which supports VI pupils across Hampshire.

When pupils join Toynbee, they are put into one of four houses and it is through our House System that pupils are given the chance to earn rewards, achievement points and enter inter-house competitions, which celebrate the gifts and talents of our pupils.

We are a 'talking school' and we believe in proactive partnerships with our parents to deliver the best education. We want our parents to join us on this incredible journey of nurturing our pupils everyday school experiences into the reality of personal achievement. We are proud to be a holistic and inclusive school whilst also promoting the highest expectations of our pupils, yet we are never complacent and always consider how to improve further.

We look forward to an exciting and successful relationship over the next five years.

Mr M Longden

Latest Ofsted Highlights

**School Inspection
October 2024**



"This is a happy school. Pupils feel cared for, and they value the support and encouragement from pastoral and guidance staff."

"Pupils' personal development is a high priority for the school. The wide range of extra-curricular activities enables pupils to develop character and nurture new and existing interests."

"Behaviour is positive and there are high levels of respect between pupils, and between pupils and adults. Pupils are proud of the school's inclusive culture, where all are welcome, regardless of background or need."

"Staff share the strong belief that all pupils can succeed and flourish"

"Pupils participate enthusiastically in lessons, clearly wanting to do their best."

Senior Leadership Team



Mr M Longden
Headteacher



Mr A Kerwood
Deputy Headteacher



Mr P Lawrence
Deputy Headteacher



Mrs M Taylor
Assistant Headteacher



Mrs S Kerwood
Assistant Headteacher



Mr S Magee
Assistant Headteacher



Mr R Harrison
Director of Finance and Resources

Key Contacts



Mrs M Vallance

Guidance Manager

m.vallance@toynbee.hants.sch.uk



Mrs E Hill

SENCO

e.hill@toynbee.hants.sch.uk



Mrs G Taylor

Manager of the Resource
for Pupils with Visual
Impairment

g.taylor@toynbee.hants.sch.uk

The Year 7 Tutor Team

7PK

Ms E Parker

e.parker@toynbee.hants.sch.uk

7MY

Mr J May

j.may@toynbee.hants.sch.uk

7RL

Mr R Law

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7WL

Mrs L Williams

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7RB

Ms M Robinson

m.robinson@toynbee.hants.sch.uk

7WD

Miss A Wood

a.wood@toynbee.hants.sch.uk

7RT

Mr N Roberts

n.roberts@toynbee.hants.sch.uk

Safeguarding



Safeguarding determines the actions that we take to keep children safe and protect them from harm in all aspects of their school life. As a school we are committed to safeguarding and promoting the welfare of all our pupils.

There is a team of staff who hold safeguarding responsibilities at Toynbee. These staff work in conjunction with the school's Guidance Managers and pastoral team to keep all pupils safe.

Designated Safeguarding Leads



Mr M Longden
Headteacher



Mr P Lawrence
Deputy Headteacher
Designated Safeguarding Lead



Mrs M Taylor
Assistant Head teacher
KS3



Mr S Magee
Assistant Head teacher
KS4



Mrs H Kaloeris
Safeguarding
Manager



Miss A Charman
Safeguarding
Officer



Mrs E Hill
SENCO

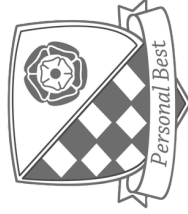
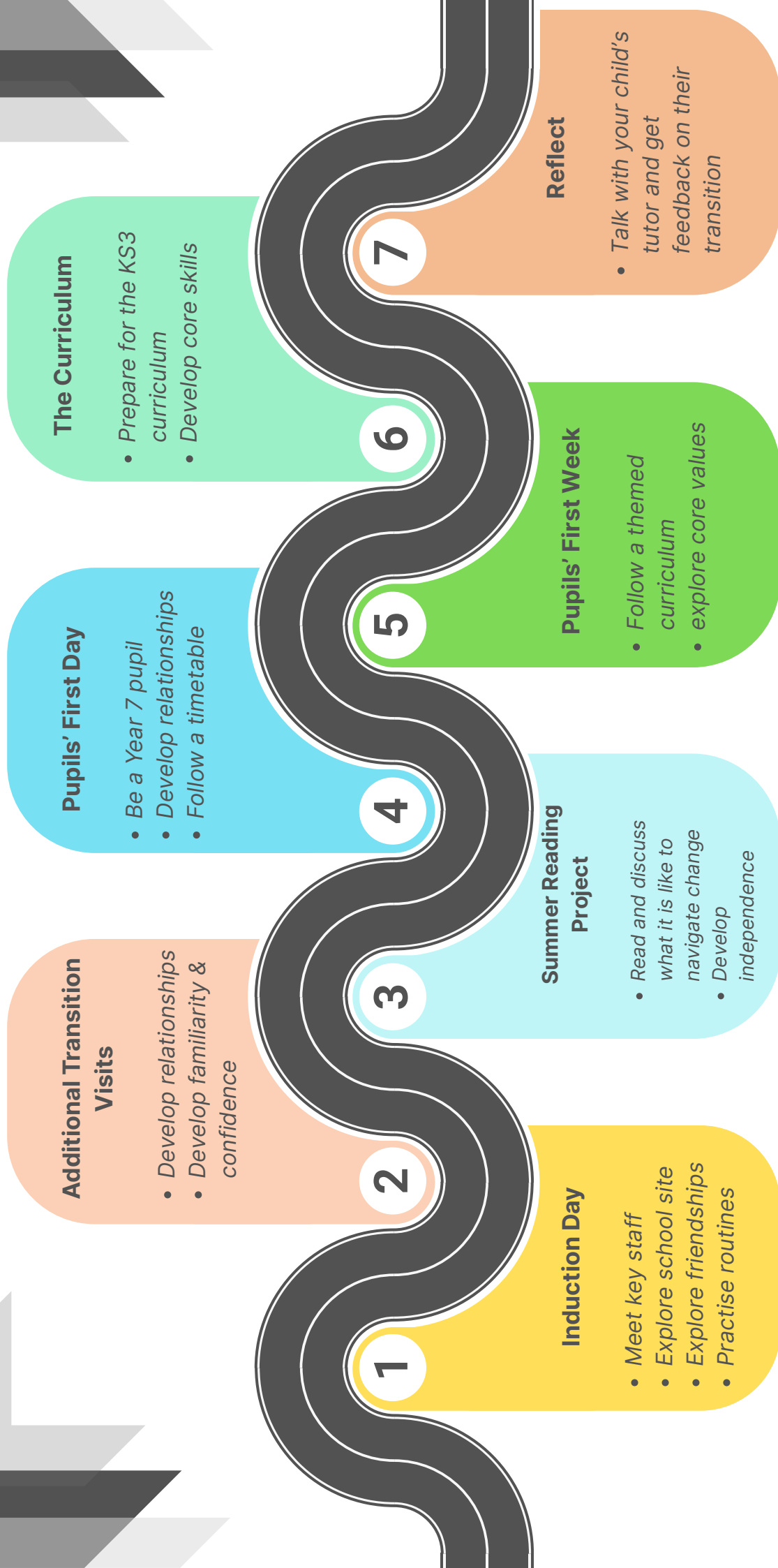


SAFEGUARDING — KEEPING CHILDREN SAFE

Email: safeguardingteam@toynbee.hants.sch.uk



Toynbee Transition Programme



TOYNBEE SCHOOL

A Culture of Respect & Belonging

Guiding Principles for Parents



PARENTS OF PUPILS AT TOYNBEE WILL BE ENCOURAGED TO:

- 1** Believe that education is a shared responsibility between home and school, and will therefore work collaboratively with all staff to support their child's academic progress and personal development
- 2** Reinforce the school's expectations and values, supporting their child in demonstrating respect for themselves, respect for others, and respect for their learning
- 3** Take an active interest in their child's education, progress and achievement, engaging with communication from the school and attending parents' evenings and information evenings where possible
- 4** Share any relevant information with the school where there are concerns about any child's safety or wellbeing
- 5** Share information with the school regarding any circumstances that may affect their child's wellbeing, learning or behaviour
- 6** Engage constructively with the school if any problems arise, communicating with all staff politely and with respect for the demands of their role, their working hours and a reasonable response time (please see our Communications Guide for further details)
- 7** Accept that staff must make decisions based on the school's policies, their professional judgement, and the best interests of all pupils
- 8** Work in partnership with the school to bring about any change, supporting agreed interventions and strategies, and reinforcing expectations at home
- 9** Seek appropriate external support for their child when additional help is needed, including health and specialist support services, sharing relevant information with the school where appropriate

RESPECT

Giving everyone the opportunity to succeed

Toynbee Expectations

Toynbee Expectations



RESPECT YOU	RESPECT OTHERS	RESPECT LEARNING
Aim high and challenge yourself	Respect each other	Take responsibility for learning by always striving for your Personal Best
Take responsibility for your actions and model expected behaviours	Listen carefully and follow instructions	Respect that we are all here to learn
Be on time to school and to every lesson	Be supportive and encouraging to others	Approach learning with a growth mindset – don't give up!
Be prepared for all lessons with the correct equipment	Do not distract other pupils from their work	Be prepared to take part in class activities and discussions
Always wear the correct uniform	Be considerate of others by using respectful and inclusive language	Participate in extra-curricular activities to widen your learning experience
Be ready to learn by ensuring your mobile phone is off and away	Avoid excessive or aggressive physical contact or intimidatory behaviour towards others	Respect the learning environment in and outside of the classroom

KEEPING SAFE

Do not engage in any form of bullying, verbally abusive, sexualised or discriminatory name-calling.

Do not bring banned items into school.

Report any incidents to a member of staff straight away

Toynbee Expectations

Toynbee School

How to be prepared for all your lessons

- ✓ Arrive to class on time and line up outside your classroom
- ✓ Enter the room quietly, calmly and greet your teacher
- ✓ Get your equipment out onto your desk
- ✓ Take off your coat and put it on the back of your chair
- ✓ Participate in the 'Do Now' activity straight away



Equipment List:



Pens



Pencils



Ruler



Scientific Calculator



Mathematical Equipment



Highlighters



Glue



PE Kit



Any other equipment your teacher has asked you to bring

Toynbee School

How to respect that we are all here to learn

✓ Show respect for your learning by:



Prioritising going straight to your lessons



Using the toilets at lesson changeover, but do not wait for your friends



Not arranging to meet up with friends during lesson changeover



Not waiting for your lessons in the Quad areas; you line up by your classroom door



Prioritise Learning

In Lessons  Learning

- Your teacher will only give you permission to leave the lesson if it is an urgent issue that needs resolving immediately
- You cannot leave a lesson without permission



Toynbee Expectations

Toynbee School



How to respect that we are all here to learn

✓ Show attentiveness by:



Responding to 3,2,1 countdown promptly



Eliminating distractions by putting equipment down and facing away from anything that may divert your attention



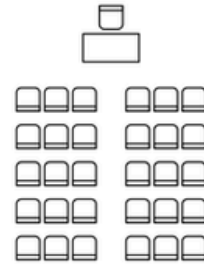
Showing engagement through your body language by sitting upright in your chair and by facing the primary speaker.



Raising your hand to signal that you:

- wish to participate
- have a question that is important to ask
- would like some help from your teacher

Seating Plans



Seating plans will always prioritise what is best for your learning: respect that we are all here to learn by respecting your teachers' seating plans.

Toynbee School



How to respect that we are all here to learn

✓ Secure disruption free learning by:



Responding to the 3,2,1 countdown promptly



Only engaging in conversations about the learning, and only when your teacher has asked you to



Starting tasks as soon as your teacher has asked you to



Placing all equipment down when listening to your teacher to minimise distraction and noise



Raising your hand to signal that you wish to contribute or ask a question that is relevant to the lesson



Sitting in your allocated seat in the seating plan, collaborating only with those you have been asked to work with

Toynbee Expectations

Toynbee School

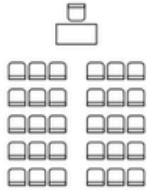


How to respect that we are all here to learn

✔ Your teachers will support you in achieving disruption free learning by:



Using the 3,2,1 countdown so you know when you are expected to be silent and attentive



Using seating plans to ensure you are grouped in the best way to support your learning



Reminding you what you need to do throughout the lesson



Talking to you if any changes need to be made to achieve disruption free learning for everyone

It is the responsibility of everyone to ensure classrooms are respectful places where:

- Teachers can teach
- Pupils can learn
- Everyone feels safe

Toynbee School



How to show respect towards each other

✔ At Toynbee, we show respect to everyone by:



Treating everyone with kindness, no matter our differences



Helping each other through anything we may find difficult



Being careful of each other's physical space



Talking to an adult straight away if you see or hear something that does not feel right

Respect for All

To ensure everyone's wellbeing and safety, the following are not tolerated at Toynbee:

- Unkind behaviour
- Making fun of each other
- Physical behaviour (pushing, shoving, hitting)
- Swearing
- Prejudicial language: this means using any words that may unfairly judge or label a person or a group of people for who they are

Communication



Tutor



Your child's tutor is your first port of call; they can assist in answering any questions you may have about the school, and can support in resolving any difficulties your child may encounter. Your child's tutor is the person to contact regarding:

- Uniform, including any temporary exemptions
- Friendship issues within the tutor group
- Information regarding school routines
- Organisation
- General queries about school events or processes

Subject Teachers



If you have any queries about individual lessons, the curriculum, resources they might need, or home learning, please contact your child's subject teacher directly. Your child's subject teacher is the person to contact regarding:

- Information about what they are learning and how you can support
- Equipment your child may need in lessons
- Support your child may need in specific lessons
- Questions regarding Home Learning
- Questions regarding any Proud Points or Behaviour Points issued in a lesson

Please contact your child's PE teacher were there to be a reason why they are unable to take part in Physical Education.

Guidance Manager



Your child's Guidance Manager is able to coordinate support that your child might need at some point during their 5 years at the school. Please contact them if you have any concerns about your child, and they will be able to assist in ensuring they receive the appropriate level of support they might need. Your child's Guidance Manager is the person to contact regarding:

- Any concerns regarding your child's emotional wellbeing, or physical or mental health
- Issues pertaining to breaktime or lunchtime
- Significant friendship issues that they may need support with
- Any updates to family circumstances that impact on the child

You will be able to find staff email addresses from the staff directory that will be available on the school website from September. If you are unsure of who the best person is to contact, please use the following email address and we will be able to assist you: admin@toynbee.hants.sch.uk

Attendance Matters

Encouraging your child to attend school every day is one of the most powerful ways you can support them in their education, and set them up for success both at school, and in life. Pupils who miss school frequently can fall behind with their work and do less well in exams, lose touch with their friends, and miss out on opportunities to fulfil their personal best.

We do understand that absence is sometimes inevitable. Here is a brief outline of our what you should do if your child is too unwell to come to school.



Illness

If your child is too ill to attend school, parents/carers are requested to use the Arbor Parent Portal/ Arbor App to notify the school. Adding the absence on Arbor means this is automatically visible to school staff who can accept the absence. All absences must be reported to the school no later than 08:30 each day and for safeguarding purposes, you must contact the school each day that your child is absent. The school cannot assume ongoing illness without daily confirmation.

Medical Appointments

Parental co-operation is requested in restricting, as far as possible, dental, and medical appointments to out of school hours. If a pupil needs to arrive late or leave early for a medical appointment, you should use the Parent Portal/ Arbor app to notify us in advance. This ensures that staff are aware and that the student can be signed in or out promptly. We will not release your child without this notification.

Religious Festivals & Absence for Exceptional Circumstances

Requests for leave to participate in sporting events, music exams, family funerals, weddings, religious festivals or other planned absences must be made using the Request for Leave of Absence Form which can be found on the school website. Where possible, please ensure you make any applications for absence a minimum of 1 week in advance. Completed forms should be emailed to attendance@toynbee.hants.sch.uk

Casual or holiday absence is not authorised unless the reason for this is an exceptional circumstance. All absences of this nature will be at the discretion of the Headteacher and in line with Hampshire County Council policy.

Please note: We will not accept absence notifications or requests by phone.

A detailed guide on how to use the Arbor Parent Portal or Arbor App to log absence is available on our school <https://www.toynbee.hants.sch.uk/about-us/attendance/>

Pupil Welfare

Our Pupil Welfare Officer- Mrs Woodall- is able to treat minor injuries which inevitably happen from time to time.



If your child becomes unwell at school and needs to go home, you will be contacted using the telephone number provided on your data collection form. Where possible, please give the school alternative numbers along with a mobile. Please ensure these numbers remain up to date.

We use Medical Tracker; this means that parents will receive an email notification if their child visits the medical room during the school day.

If your child has a medical condition, we will ask that you complete an Individual Health Care Plan so that we know exactly how to support your child. Please contact Mrs Woodall to arrange the completion of this: a.woodall@toynbee.hants.sch.uk

If your child requires or may require medication during the school day please get in touch with Mrs Woodall.

Equipment



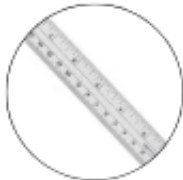






Pupils will need a school bag that is large enough to fit in their equipment for the day.

It is recommended that pupils also bring in a refillable water bottle; there are plenty of water stations they can use to fill up their water bottles during breaktime and lunchtime.

Pupils will need a separate bag for their PE kit; pupils need to bring their PE kit in on the days that they have PE or if they are attending a club after school.

Pupils may rent a locker to keep their personal equipment in. Communication regarding this will be sent out when the lockers are ready.

Equipment List:

		
Pens	Pencils	Ruler
		
Scientific Calculator	Mathematical Equipment	Highlighters
		
Glue	PE Kit	Any other equipment your teacher has asked you to bring

School Uniform

We firmly believe that our uniform promotes a sense of pride within Toynbee School and gives a strong and positive identity in the local community.

It is our policy that all pupils should wear school uniform when attending school, representing the school or when participating in a whole school organised event outside of normal school hours.



Uniform is compulsory and is a condition of accepting a place at Toynbee School. The full uniform policy is available on the school website. Our main supplier is Skoolkit, please contact them if you require any further assistance.



Black blazer with school logo or badge

AND/OR



Black V Neck Sweatshirt with school logo or badge



White school shirt



Clip-on school tie



Grey tartan box pleat skirt



Black school trousers



Black senior day shorts



Black leather or vinyl school shoes



Black, white or grey school socks or black tights

PE Kit

For PE, pupils are to wear:

- Toynbee branded PE top OR plain black T-shirt or polo shirt
- Black shorts, skorts, leggings or tracksuit bottoms
- Trainers
- Any appropriate sports socks
- Football boots for rugby or football (metal studs are not allowed on the synthetic pitch)
- Shin pads (your child's PE teacher will inform you when Shin Pads will be required)
- Gum shield for rugby

Mobile Phone Policy

Toynbee has a policy that mirrors the Department for Education guidance on the importance of limiting pupils' access to Smartphones/Smartwatches during the school day.

You will be aware from our communication that smartphones, smartwatches and any other internet-enabled devices are prohibited items and therefore are not allowed to be carried or used on school site. Pupils are permitted to have a 'brick phone' (a device that is not able to access the internet), as long as it is turned off and is stored in pupils' bags.



If you need to communicate with your child during the school day, it should be directed through the school reception, as per existing protocols. If you feel your child must have a means of communication during their journey to and from school, a basic (non-smart) phone enables this while avoiding the risks associated with smartphone use. This approach supports a safer and more focused school environment by reducing exposure to potential harms from both their own and others' smartphones. Alternatively, there are basic tracking solutions available that do not involve smartphones. Devices such as Apple Air Tags or similar alternatives allow parents and carers to monitor a child's location at school and to and from school without providing internet access, camera facility or social media exposure.

There is no requirement for students to own a smartphone in secondary school. If home learning requires internet access, parents and carers are free to choose the most appropriate device for home use. This may be a smartphone, tablet, or computer, whichever suits your household best. Pupils also have access to computers daily before school, during break, lunchtime and homework club after school in the library. However, to clarify: no student is required to have a smartphone to complete school work during the school day or on their journey to and from school.

If your child has a medical condition or special educational need that requires them to have a phone, or there are exceptional circumstances, please contact the school directly to discuss appropriate arrangements.



Smartphone Free
Childhood



Generation
Focus

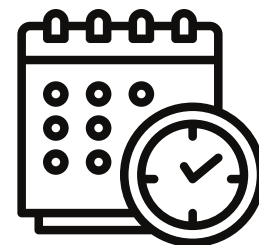


Link between Smartphone
use and children's mental
health



DfE Guidance on
Mobile Phones in
Schools

The School Day



Year 7, 9 & 11	
0830 - 0900	Tutor Time
0900 - 1000	Lesson 1
1000 - 1100	Lesson 2
1100 - 1130	Break
1130 - 1230	Lesson 3
1230 - 1330	Lesson 4
1330 - 1400	Lunch
1400 - 1500	Lesson 5

Pupils follow a 2 week timetable, with a Week A and a Week B timetable that will alternate.

Pupils will receive a printed copy of their timetables when they join the school in September.

Pupils and parents will be able to view their timetable on the Satchel One and Arbor apps.

Home Learning

We have a Home Learning timetable in place to support pupils in managing their homework. This means that each subject has a set day on which to set their home learning, allowing you to work with your child to best organise their time.

The following will be shared with parents, pupils and teachers in September; to begin with, there will be a phased introduction to home learning:

Phase 1: From 21st September – English, Maths and Science only

Phase 2: From 19th October – All subjects (this is the week before half term)

Homework is set via SatchelOne: further details will follow in September.

School Meals

Pupils in all year groups can buy their lunch in the school canteen or the pod.

Lunches include a selection of hot foods, sandwiches, baguettes, pasta dishes and desserts.

You will be able to add money to your child's account via Arbor. You are able to set daily limits on the account if you wish to control spending. Alternatively, your child can bring cash into school and they are able to use a machine based near Reception to load money onto their accounts.

Your child is then able to purchase food from the canteen using their fingerprint, which we will set up on their first day in September.

Pupils may also bring packed lunches to school.



Free School Meals

You can check your eligibility for free school meals, and make an application by visiting the address via the QR code.

You will be told immediately if your application has been successful, and shortly afterwards you will appear on a list provided to the school by Hampshire County Council.

Once we receive this notification, we will liaise with the canteen to make sure everything is set up for you. Pupils entitled to free school lunches automatically have their account updated by the school finance team and this appears as a credit on their account.

If your application has not been processed before the start of the September term, you may need to pay for school meals until it is confirmed.



Apps



Arbor

The Arbor parent portal or app is where you will be able to do the following:

- Add money to your child's account
- Pay for trips
- View your child's timetable
- Book parents' evening appointments
- View your child's attendance
- View your child's Proud Points and any Behaviour Points

You will receive an email that will provide you with the instructions on how to register for this.



Satchel One

Satchel One is where your child's home learning will be set.

Your child will have a log-in that will enable them to view and submit their homework, and you will also be able to log in as a parent too.

Your child will be given their login to this platform in September, at which point we will also share information with you about how to access the account.



Microsoft 365

Your child will receive their login to the school computers in September. It is this same username and password that they will be able to use to login to Office 365 from any internet browser.

This will give them access to Microsoft Word, Excel, Powerpoint and many more.

Pupils have credits to be able to print any work they wish to in the school's library.

Year 6 Induction Day

Arrival:

- 8.35am in the Sports Hall to meet their Tutor

Pupils should:

- Wear their Primary School uniform
- Bring a bag, pencil case and a water bottle, and a breaktime snack

Pupils will:

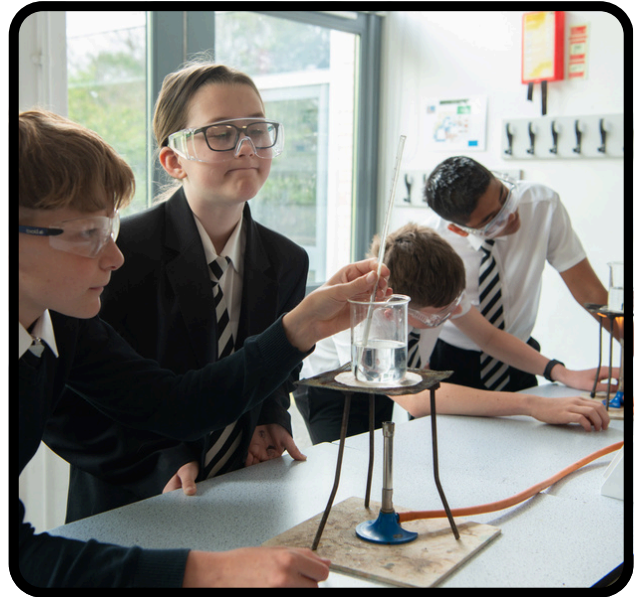
- Have a Year Group Assembly
- Spend some time getting to know their Tutor and Tutor Group
- Attend a series of lessons with their peers

Lunch

- All pupils will be provided with a packed lunch, as requested by the Microsoft Form circulated to everyone
- If you have any dietary requirements that you have not already communicated to us, please let Mrs Vallance know as soon as possible

End of the day

- Pupils will be dismissed at 2.45pm



Year 7's First Day

Wednesday 2nd September 2026

Arrival:

- 8.30 am in the Sports Hall to meet their Tutor

Pupils should:

- Wear their Toynebee School uniform
- Bring a pair of trainers
- Bring a bag, pencil case and a water bottle

Pupils will:

- Have a Year Group Assembly
- Continue getting to know their tutor and tutor group
- Receive their timetable
- Have their fingerprints taken

Lunch

- Lunch will operate like a normal school day. The Kitchen @ Toynebee will be available for pupils to purchase food; you will need to have loaded money onto your child's account beforehand. Alternatively, pupils can bring their own packed lunch.

End of the day:

- Pupils will be dismissed at 3.00 pm- the end of the normal school day!



Key Dates



INSET Days

- Tuesday 1st September 2026
- Friday 2nd October 2026
- Wednesday 25th November 2026
- Wednesday 20th January 2027
- Thursday 1st July 2027



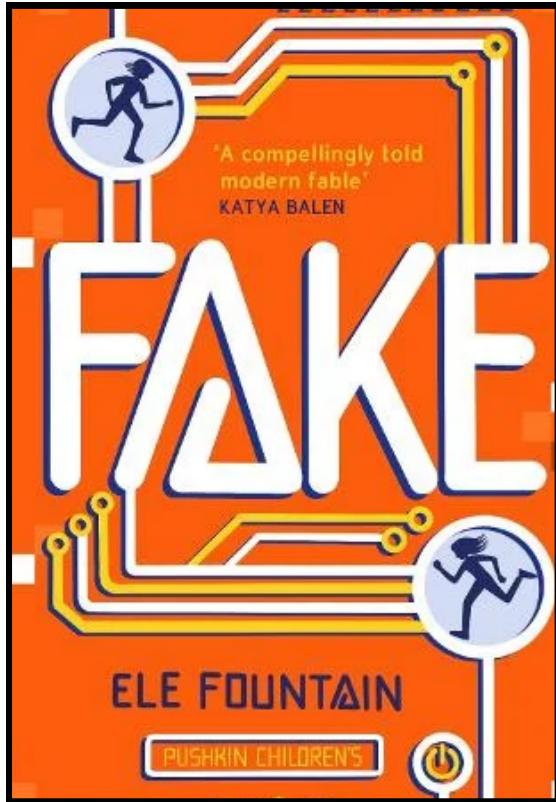
Information Events & Parents' Evenings

- Year 7 Information Evening: Wednesday 9th September 2026
- Year 7 Tutor Evening: Thursday 22nd September 2026
- Year 7 Parents' Evening: Wednesday 9th June 2027

You will receive email communication nearer the time of any school events, informing you of the content and timings for the evening and details of how to book appointments.



The Summer Reading Project



To welcome your child to Toynbee School, we will be providing every child with a copy of 'Fake' by Ele Fountain, and challenging them to read this book over the summer holidays.

We hope that reading this book will not only help your child to relax and unwind, but that it will also help to prepare them for starting secondary school. This is because, like your child, the main character in the novel is starting secondary school, but with many twists along the way...

Each child will also receive a booklet to complete whilst they read the book. This can be completed in partnership with parents or friends. We hope that the booklet will encourage discussion both around the book and also around the concept of starting secondary school.

Set in a near-future dystopia, society has become almost entirely virtual after a deadly antibiotic-resistant scarlet fever outbreak. Children stay at home and "live-learn" online until age 14, so the protagonist Jess has never socialised face-to-face, until, at age fourteen, she starts boarding school in the real world...



