



Welcome Pack
A-Z Guide for New Parents
King Henry VIII School | 2022-2023

Contacts

Main Reception Telephone: 02476 271111

Pupil Absence Line (Nurse): 02476 271175

Sports Centre: 02476 271360

School Uniform Shop 'No57': 02476 597876

Foundation Office: 02476 271300

Website: www.kinghenrys.co.uk

E-Mail: info.khviii@bkhs.org.uk

Twitter: @BKHSKHVIII

Facebook: @BKHSKingHenryVIII

Instagram: @bkhskinghenryviii



WELCOME TO KING HENRY VIII SCHOOL

We are delighted that you have chosen to join our school community and look forward to a long and happy relationship as your son or daughter moves through the School. Your child is joining a community that has over 1200 years of educational excellence and it will be exciting to see what the new chapter holds.

You will doubtless currently feel that there is much more that you do not know about the School than you do know: this is quite normal! I hope that this A-Z guide will help you find the answers to some of your questions. You do not need to sit down and read through every word; it is designed as an easily accessible manual which you can dip into at any stage if you have a query about the routines and daily life of the School.

Your son or daughter may feel that joining the School is a daunting step, but I can assure you that we work very hard to make everyone feel welcome and to try to sort out issues if they arise. The main way to ensure a happy partnership between school and home is through good communication, so do get in touch with us if you have any questions at all.

I look forward to meeting you soon. Very best wishes for the exciting next stage of your child's education.

A handwritten signature in black ink, appearing to read 'P. Dearden', written in a cursive style.

Philip Dearden
Headmaster



STATEMENT OF AIMS

Our School is a caring partnership of young people, their parents, and staff. We aim to develop the full potential of its students, in order that they may lead rich and responsible lives both as individuals and as members of society.

Our school seeks to achieve these aims by creating a safe, healthy environment and:

- the pursuit of excellence in all fields
- a caring atmosphere where all are of equal worth
- the enjoyment of study and discovery
- respect for the opinions, beliefs and needs of others
- the capacity to think independently
- the ability to work alone and with others
- the development of aesthetic awareness
- a sense of justice and responsibility
- concern for the world community and for the environment
- an understanding of the need for a healthy lifestyle
- the development of personal values
- an awareness of the spiritual dimension of life
- the professional development of all staff

These aims permeate every aspect and policy of school life, both inside and outside of the classroom, for the benefit of all its students and staff.

USEFUL INFORMATION

We hope this A to Z Guide will provide you with all the practical and routine information which you and your child need to know about King Henry VIII School.

Please feel free to contact us about any aspect of school life or if you require any further information or details about us. Contact details may be found inside the front cover of this booklet.

ADDRESS AND TELEPHONE NUMBERS

Should there be a change of circumstances once your child has started school, please notify the Receptionist of any changes to personal details, including emergency contact numbers and work numbers for parental contact during the day. You may be asked to confirm this in writing too. The Receptionist will provide a new 'Data Capture Form' for completion at the beginning of each academic year.

AFTER SCHOOL CARE

This supervised facility operates from 4.00 p.m. until 5.30 p.m. in the School Library and is open to pupils from Year 7 to 11. Booking is required. Years 12 and 13 may use the Sixth Form Centre. Parents must make arrangements for their children to be picked up by 5.30 p.m. Parents can contact their children in Aftercare via the Aftercare Supervisor (Tel: 02476 271123).

APPOINTMENTS

As far as possible, appointments with the doctor, dentist or optician should be made out of school hours. If an appointment has to be made in school time, the Form Tutor and Reception must be notified in advance and the pupil must report to Reception before leaving the premises, and upon return. Please email info.khviii@bkhs.org.uk.

ARROW

The Arrow is our regular newsletter to parents. This is an important document which is used specifically to relay news items and information throughout the school year. We will use the InTouch email system to let you know when your child is bringing The Arrow home. If you have any good news to share with the school community, please email it to Mrs Suzanne Jackson, Marketing Manager - marketing@bkhs.org.uk

ATTENDANCE

Parents are responsible for ensuring both the regular attendance and punctuality of pupils. School commences at 8.35 a.m. and pupils who arrive after this time will be recorded as late. Latecomers who arrive between 8.35 a.m. and 9.00 a.m. must report to the Duty Prefect at the entry gates. Any pupil arriving after 9.00 a.m. must report directly to Reception.

On occasion it may be obligatory for a pupil to attend school at times other than the ordinary school hours. For example, if the pupil is required to represent the School at a function, or to take part in an activity organised by the school, eg. sports, music.

Pupils in Years 7 to 11 are not allowed to leave the premises during the mid-day break, except at the written request of parents on specific occasions. (See appointments)

Written permission for absence from school should be sent to the Headmaster. Please refer to the section 'Leave of Absence' for further details.

BICYCLES

Bicycles are encouraged as a means of transport to school, and can be stored in the rain proof area provided. They should be securely locked, have lights and be well maintained. Please note, the School can accept no responsibility for the loss of, or damage to, bicycles brought on site.

Sixth Form students may come to school on motor cycles, motor scooters or in cars but only if they seek permission in advance and follow the guidelines set by the Head of Sixth Form as parking is extremely limited.

CALENDAR

At the start of the academic year, parents and pupils will receive a calendar giving times and dates of important activities and events throughout the year, with more detailed updates at the start of the Spring and Summer terms. Our website www.kinghenrys.co.uk also gives details of forthcoming events.

COVENTRY SCHOOL FOUNDATION

King Henry VIII School was founded in 1545 and has gone through many changes in its lifetime. It is one of five schools in the charitable foundation known as Coventry School Foundation. The other sites are King Henry VIII School Prep, Bablake, Bablake Prep, BKHS Pre Prep. The Coventry School Foundation contact details are: Director of Finance and Operations, Foundation Office, 15 Queens Road, Coventry, CV1 3EG.

CAREERS

We offer an extensive careers advice service to our students. We would appreciate parents volunteering their services by completing the 'Careers Contact Request' Form found in the set of returnable forms. This will enable us to extend our contacts in Careers Education.

CO-CURRICULAR ACTIVITIES

The School offers an enormous range of opportunities in the extra-curricular field. The Year 7 Handbook lists the various Clubs, Societies and activities in which pupils can become involved. This is issued to new pupils in September and we will send an E-Copy to parents. It is also available online and shared weekly through InTouch. The Sports Hall is an excellent venue for a great variety of co-curricular sporting activities. In addition we have a wonderful Swimming Pool and Fitness Suite. Every pupil is expected to join at least one co-curricular activity.

COMMENDATION AND DISCIPLINE

Pupils receive praise and encouragement for their achievements. They take pride in their work and they do the best they can in a range of activities. Those who have excelled in some way, for example in attainment, progress or behaviour, are awarded House Points and are referred to the Head of Year, Deputy Head or Headmaster for commendation.

The great majority of our students behave well; when problems arise, a distinction needs to be made between breaches of School Rules and difficulties associated with behaviour in lessons or deficiencies in work. The latter will be dealt with initially by the subject teacher concerned, in consultation with their Form Tutor.

Breaches of School Rules are dealt with in a variety of ways depending upon the seriousness of the offence.

1. Minor offences are dealt with by staff present at that time, for example through a lunchtime detention such as a School Service. This is held at lunchtime between 1.30 p.m. and 1.55 p.m. and involves pupils performing duties supervised by Prefects.
2. Repeated minor offences or slightly more serious breaches of discipline may be dealt with by the award of single behaviour points. Parents will be contacted by members of staff or Form Tutors for repeated incidents. It is at the discretion of the Head of Year whether an accumulation of Behaviour Points may lead to further interventions such as Target Cards or a sanction such as a Tuesday Detention, run by Heads of Year after school on a Tuesday. Parents will always receive a letter from the Head of Year informing them of the award of such a detention.
3. There is a lunchtime club, managed by a Teacher on duty for pupils who have failed to complete their homework to a satisfactory standard.

More serious offences may result in the award of a Head's Detention which takes place on a Friday evening between 4.10pm and 6 pm, and is run by members of the Senior Leadership Team. This is awarded exclusively by the Senior Leadership Team.

Again, parents will be informed by telephone and a letter from a Deputy Head of the award of such a detention. For all instances of child-on-child (peer-on-peer) abuse will be investigated formally by the Senior Leadership Team and Heads of Year. For further information on this, please see our detailed Behaviour Policy.

COMMUNICATION - INTOUCH EMAIL

Every Friday afternoon in term time all parents receive a copy of our weekly Newsletter InTouch via e-mail. This is our the main communication from the school, which gives lots of detailed information about the week ahead including:

- Latest news of activities happening at school
- Parents' Evenings and Curriculum Evenings
- Trips and Excursions
- Upcoming events, such as Drama, Music or Sport
- Any urgent or important messages

As InTouch comes via e-mail it is important that we have an updated e-mail address for you and that also you add info.khviii@bkhs.org.uk to your safe senders to ensure it does not go into your junk e-mail. If you change your e-mail address, please inform us as soon as possible.

We choose electronic communication as we are conscious of the environmental impact, however paper copies of all InTouch e-mails and letter attachments are always available from Reception.

COMPLAINTS

The Coventry School Foundation has approved a Policy for Responding to Parental Complaints. This can be found on our website. In essence this explains how complaints will be handled and what to do if you are unhappy with the outcome. If the original complaint has not been dealt with to your satisfaction then you should write to the Chair of the Academic and Resources Committee.

CONTACT WITH PARENTS

The School is always willing to discuss pupils' progress and future prospects with parents. Form Tutors, School Nurse, Year Heads and Deputy Heads are available to make appointments with parents. Where parents wish to meet with the Headmaster they are asked to arrange an appointment in advance with his Personal Assistant, please email headspa.khviii@bkhs.org.uk or telephone 02476 271111. During the course of the academic year, Parents' Evenings are held which enable parents to discuss progress with individual subject teachers, Form Tutors and Year Heads. Parents are welcome to contact Form Tutors and Year Heads at any time of the year should they wish to discuss their child's progress.

CONTRACT/PARENTAL AGREEMENT

This formal document from Coventry School Foundation is a requirement of entry to the school for all pupils, a pupil cannot join the School unless the contract has been signed by all parents with responsibility for the child. The 'duplicate' copy is for parents' retention.

CURRICULUM

Our aim is to provide a broad and balanced curriculum, maintaining high academic standards and integrating the principles of the National Curriculum where appropriate. The curriculum operates on a one weekly timetable, with homework set at the most appropriate times for each subject. In Year 7 there should be approximately one hour's homework each evening.

Year 7: The curriculum consists of Art, Biology, Chemistry, Design & Technology, Drama, English, French, German, Spanish, Games and Physical Education, Geography, History, Computer Science, Latin, Mathematics, Music, Personal, Social and Health Education (PSHE), Physics, PRE (Philosophy, Religion and Ethics). It should be noted that Design & Technology includes an element of Food Technology.

Year 8: The curriculum consists of Art, Biology, Chemistry, Design & Technology, English, French, German, Spanish, Games and Physical Education, Geography, History, Computer Science, Latin, Mathematics, Music, Personal, Social and Health Education (PSHE), Physics, PRE (Philosophy, Religion and Ethics). It should be noted that Design & Technology includes an element of Food Technology.

Year 9: As for Year 8, but pupils choose any two of French, German, Spanish and Latin and any two of Art, Design Technology and Music. There is again an opportunity to study all three languages through twilight courses.

Years 10 and 11: At present students take ten full GCSEs or IGCSEs. The core curriculum is taken by all students. This consists of: English Language, English Literature, Mathematics, a Modern Foreign Language, Biology, Chemistry and Physics.

Many students usually choose three other subjects from a second Modern Foreign Language, Art, Classical Civilisation, Drama, Design & Technology (Food Technology or Resistant Materials), Geography, Greek (twilight), History, Computer Science, Latin, Music, PE and Religious Studies. Games and PSHE remain as non-examination subjects for all students.

Sixth Form (Years 12 and 13). There is careful discussion of options with all concerned before entering the Sixth Form. This ensures that our students take courses which are appropriate for their ambitions with regard to Higher Education and careers. The School currently encourages students to take three A levels together with the Extended Project Qualification (EPQ), which is an opportunity for students to study a topic in depth.

A more detailed breakdown of the curriculum is available from the Deputy Head, Mr Richard Sewell - rgs@bkhs.org.uk.

Extensions to the main curriculum include:

Sport and Games where, in addition to the major and highly successful team games such as hockey, rugby, netball, cricket, athletics and cross-country, other activities have been developed such as orienteering, dance, swimming and basketball.

Personal, Social and Health Education (PSHE), we regard this as a vital and invaluable part of a young person's education. It consists of one period a week when the personal, social and health education and development of all pupils is fostered and promoted in a variety of ways. Appropriate topics are also covered in several subject areas and cross-curricular work takes place in tutorial time, School and Year Assemblies and House events. Citizenship and well-being are an important part of this and is being implemented within subjects and PSHE time, according to the current legislation and guidelines.

Homework is an integral part of the teaching and learning process and each pupil in Years 7 to 11 will have a homework timetable. Pupils in Year 7 are expected to do approximately five hours of homework per week. The amount of homework required increases as pupils progress through the School. We greatly appreciate parental support in checking that homework is done regularly and conscientiously.

A message from the Head of English (Mrs Louise Collett)

On behalf of the English Department, may I extend a very warm welcome to your son or daughter in advance of their first term at King Henry's. I do hope that they are looking forward to the excitement and challenges that their new school will bring. There is certainly much to look forward to, not least in their English lessons!

No doubt as parents you are keen to offer your child the utmost support in helping them to improve the quality of their reading and writing. The English Department values this support and we believe that the first step in developing these essential literacy skills is nurturing your child's reading habits, allowing them to become enthusiastic independent readers. Pupils who read fiction regularly not only develop a lifelong love of books but also improve their spelling, vocabulary and grammar with greater speed and confidence. We would, therefore, like to invite you to work with us in encouraging your child to read more novels, beginning with the challenge of reading at least four new books during the summer holiday.

Whilst your son or daughter may already be an avid reader, we understand that choosing and reading some new novels might be more difficult for children who have fallen out of the habit of reading regularly. We recognise that boys, in particular, may prefer reading non-fiction books, and that all young people enjoy reading the latest glossy magazines. To help your son or daughter choose some exciting novels for the summer, you may wish to visit www.booktrust.org.uk or www.achuka.co.uk, or pop along to your local branch of Waterstones – they are extremely knowledgeable and helpful.

Young people today have more to occupy their leisure time at home than ever before, with multiple television channels, computer games, music players and the internet all competing for their attention. Perhaps these can be put aside for half an hour of quiet reading time each evening? You might also wish to join your son or daughter and read alongside them. As well as being great fun, this can send a very positive message to reluctant readers that enjoying a fiction book is a pleasure.

In the Autumn term all Year 7 pupils will take part in the Reading Scheme run by Ms Helen Cooper, the School Librarian. The aim of the scheme is for pupils to reflect on their reading, to challenge themselves to read more difficult books and to enjoy some time developing their reading skills.

The English Department also suggests that a pocket dictionary and thesaurus be part of your son's or daughter's school equipment. The Oxford Pocket School English Dictionary (there is also a Pocket French Dictionary) and the Oxford Pocket School Thesaurus are well bound volumes approved both by ourselves and the Modern Languages Department, although their purchase is, of course, on a voluntary basis.

We realise that many parents already do a great deal to support their child's learning. However, we are very keen to establish a partnership between home and school in order to develop the right reading habits for your child from the beginning of their education here. If you have any further comments or suggestions to make, please do not hesitate to contact me at school.

A message from the Head of Mathematics (Dr Steven Barge)

Greetings from the Maths department!

Whether you already enjoy Maths at Primary School or find it a constant struggle, King Henry's Maths department will make sure that your Maths lessons are the highlight of your week.

You can help by always being prepared – students are expected to bring a calculator to all lessons. We recommend the CASIO FX-85GTX which will take them all the way to their Year 11 exams, although other scientific calculators are perfectly fine.

On top of that, students should always have a pair of compasses – metal ones are better than plastic – and a protractor, along with a pen, a pencil and a ruler.

Maths at King Henry's is a popular subject and we look forward to welcoming all our future Mathletes!

C O-CURRICULAR ACTIVITIES

The School offers an enormous range of opportunities in the extra-curricular field. The Year 7 Handbook lists the various Clubs, Societies and activities in which pupils can become involved. This is issued to new pupils in September and we will send an E-Copy to parents. It is also available online

and shared weekly through InTouch. The Sports Hall is an excellent venue for a great variety of extra-curricular sporting activities. In addition we have a wonderful Swimming Pool and Fitness Suite. Every pupil is expected to join at least one extra-curricular activity.

FACEBOOK

The School has a Facebook account which can be found at www.FB.com/@BKHSKingHenryVIII. Please follow the School to stay in touch with news and forthcoming events.

FEES

Fees for the school year 2022-2023 are £4,595 per term or £13,785 per annum.

Payment Options

School Fee Plan – This is by far the most popular payment option. Ten monthly payments are made at 0% APR by direct debit. Please see enclosed leaflet and letter from the Director of Finance and Operations. Alternative payment methods can be found on the invoice issued termly. Termly fees are at the discretion of the Governors and are payable in advance before the first day of term. The first fee invoice will be sent directly from Coventry School Foundation during the summer holidays.

Overdue accounts will be subject to a monthly surcharge of £75 per month. Any queries relating to your account please email the Fees Administrator at fees@bkhs.org.uk.

Parents have already provided information as to whom the fee account is to be sent on the Student Data Capture Form.

Some pupils have been allocated scholarships and/or bursaries. Please note that their continuance is consequent upon the satisfactory conduct and progress of the pupil as well as the prompt payment of fees as and when they fall due. A parent whose child is in receipt of a bursary must declare any significant change in their financial circumstances to the school on an annual basis and any fee arrears will result in the bursary being withdrawn.

GAMES

Many indoor and outdoor sporting activities take place. Games are a compulsory part of the curriculum unless a pupil has been granted exemption for medical reasons. A letter must be sent in to the School Nurse, to explain the situation whether it applies to the whole term or an individual games or PE lesson. Pupils who are unfit for games are required to follow specific procedures. This includes reporting to the School Nurse, who will, in consultation with the PE/Games staff, indicate an appropriate activity, depending on the type of illness/injury. All pupils will receive details of the procedure during their first day on **Wednesday 7th September**.

Many sporting activities take place on the school site. However, the playing fields on the A45 Stonebridge Highway (CV3 4EJ), at Hollyfast Road (CV6 2NB) and at the Astro all weather pitches are also used (CV6 2BU). On Games days, pupils may attend school wearing their school tracksuit. The Year 7 Games day is Friday.

Pupils selected to represent the School in inter-school fixtures are expected to give such fixtures very high priority. Such fixtures may take place after school, during the week and at weekends, particularly Saturdays. It is a great support to pupils when parents watch their games and parents are warmly encouraged to attend all school fixtures.

GOVERNORS

The current Chair of Governors is Mr Ian Dunn who can be contacted, if necessary, via the Director of Finance and Operations, Coventry School Foundation, the Foundation Office at 15 Queen's Road, Coventry, CV1 3EG. A full list of Governors can be found on the BKHS website - www.bkhs.org.uk.

GUM SHIELDS

The wearing of gum shields and shin pads for hockey is highly recommended by England Hockey. We therefore expect pupils to wear both items whilst practising and when playing in matches. Whilst the wearing of gum shields is not mandatory in Rugby Union, the Games staff strongly advise that all participants wear a dentist-fitted gum shield at all times whilst practising and playing in matches. Gum shields are available from the School Shop, Number 57 Schoolwear.

HOME - SCHOOL PARTNERSHIP

“Success, responsibility, enjoyment - these are our prime aims”

The School is a **CARING PARTNERSHIP** of young people, their parents and staff.

THE SCHOOL IS ENTITLED TO EXPECT THAT:

You as a student

- Are punctual for registration, lessons and other commitments
- Attend regularly
- Work to the best of your ability, complete all your homework and meet deadlines
- Take responsibility for your own learning, organisation and discipline
- Comply with the ICT Code of Practice
- Participate to the best of your ability in form, school and house activities
- Exhibit good standards of behaviour (at all times) in and out of school
- Show respect for others, their possessions and the School environment
- Comply with uniform guidelines
- Communicate with your parents and teachers any concerns or problems which you may encounter
- Can be relied upon to represent your school with pride, when selected for school teams or activities

You as a parent

- Support the School's ethos and aims
- Ensure that your son/daughter attends school regularly and is punctual
- Avoid taking family holidays in term time whenever possible
- Have realistic expectations of your son's/daughter's ability
- Provide a conducive environment in which homework may be done
- Monitor and sign your son's/daughter's Homework Diary
- Endeavour to support school activities (parents' evening, concerts/events)
- Advise the School of problems/issues concerning your son/daughter and pass on any relevant medical details
- Supply absence notes promptly and reply to school communications
- Ensure that your son/daughter comes to school in the correct school uniform and with the correct equipment
- Ensure that part-time jobs do not interfere with school work
- Ensure that your son/daughter is available to represent their school when selected for school teams/activities

Students and Parents are entitled to expect that we as a school

- Provide effective teaching
- Provide a supportive environment for learning
- Monitor your son's/daughter's work effectively
- Set appropriate homework and advise you on the homework expectations at each stage
- Praise your son/daughter on their achievements
- Deal with problems in a professional, consistent and fair manner
- Provide up to date and timely information about School events and School procedures
- Provide a range of extra-curricular activities
- Communicate the School's concerns about problems relating to your son/daughter
- Enable easy access to parents to raise any concerns

HOMEWORK DIARY

The Homework Diary is used as an immediate and convenient communication between school and home. **Please sign it at the end of each week.** The Homework Diary can also be used as a means of communication between home and school.

Please also note the details of the **Home-School Partnership Agreement** found at the front of the diaries. Important details of lesson times, term dates, our anti-bullying policy, school procedures and school rules can also be found in the homework diary. Please encourage your child to refer to these.

HOUSES

Each pupil belongs to one of our four houses:

- Hales' – named after the school's founder John Hales
- Holland's – named after Philemon Holland, a former headmaster famous for his translations of Livy, Pliny, and Plutarch.
- Sherwyn's – named after the first headmaster, Thomas Sherwyn
- White's – named after Sir Thomas White, who created the Sir Thomas White Scholarship which funds scholarships at the school to this day.

The four houses compete annually for the coveted Band Trophy, donated to the school by former pupil and Chair of Governors C.J.Band. Competition is fierce but good humoured and provides students with a valuable opportunity to collaborate, persevere, have fun and take pride in their house. Students have the opportunity to practise their leadership skills through the role of House Captain for their year. All are expected to take an active part in house competitions with a wide range of activities available, from dodgeball to quizzes, fundraising to instrumental music. House Music and House Drama are highlights in the calendar with considerable creativity and commitment from students on display. Other prestigious events include House Cross Country in the War Memorial Park, with the year finishing in celebratory fashion at Warwick Athletics Track for the annual Sports Day.

ILLNESS AND ACCIDENTS - MEDICAL

When a pupil is absent through illness the parent or guardian is required to inform the Form Tutor either by email or telephone before 9.30am (via the Pupil Illness Line 024 7627 1175) - or via email not later than the day following the first day of absence.

Pupils taken ill at school or who suffer an accident will receive immediate attention from the School Nurse, who will inform parents as necessary. It is essential that the School has full and up to date information regarding emergency contact with parents, so please ensure that the Health Information Sheet (located in the returnable forms booklet) and the Student Data Capture Form are returned prior to the start of term.

It is the role of the School Nurse to make contact with parents. Any parent whose child has contacted them should immediately contact the school and follow the School Nurse's advice. The School Nurse's hours are 8.15am to 4.45pm, Monday to Friday. Please refer to the section entitled "Nurse" for further details.

If the school has not been informed of a pupil's absence, The School Nurse will make contact with home on the second day of absence.

The School organises any appropriate medical/dental sessions. The School Nurse will deal with any particular medical problems and health matters as the need arises. Parents are asked to co-operate with the School's policy concerning medication. We discourage pupils from carrying paracetamol and other medicines around the School which may result in tablets being taken inappropriately. The only medication a child should be carrying is an inhaler, if the child is asthmatic. The Health Information Sheet, previously referred to in this section and found in the returnable forms booklet, asks you to provide us with details about medical and any learning support requirements for your child.

INSPECTION

King Henry VIII School was last fully inspected by the Independent Schools Inspectorate in February 2016. We were delighted to be awarded the highest possible award of 'Excellent' in every category. A copy of the full inspection report is available on the school website.

INSURANCE MATTERS

Pupils' Accident Insurance

The school fees include provision of accident insurance cover which becomes effective in cases of pupils sustaining permanent injury or disablement in the course of school activities. Furthermore the cover extends to the results of accidents occurring during recreational and leisure activities involving pupils at any time, whether the activities be school based or private. More information is available on the school website.

In addition, your child will receive dental cover in the event of a personal accident at no charge to the parent. More information is available on the school website.

Similar considerations apply to school journeys within the United Kingdom. The School is then insured for personal and public liability but not for personal effects and property. In such cases special short-term policies covering a wide range of risks are available and the member of staff in charge will supply details of the cover on request. The School Business Manager, Mrs Tracey Pascall, is happy to advise parents on matters relating to insurance.

Personal Possessions

Parents are asked to note that while all reasonable care is taken to ensure the safety of pupils' possessions within school, the Governors do not accept responsibility in cases of loss or theft occurring on school premises and the School's insurance policies do not cover the personal property and effects of pupils or, for that matter, of members of staff.

Fortunately many household content policies already cover the policy-holder and members of the household against loss of clothing or other property at the place of work, which can be taken to include a school. Not all policies automatically offer such cover but where necessary a policy can be extended at a small extra charge.

You would be well advised to check with your insurers to ensure that items of uniform or sports equipment, say, are covered by your policy while at school, when visiting other schools and while in transit between home and school. If your child is likely to come to school on a bicycle it is particularly important that the machine should be adequately covered by insurance.

LANYARDS

All pupils (and staff) are expected to wear a lanyard at all times which carries their ID badge. This ID badge also doubles as a means for purchasing food through the electronic pay system in the Dining Hall (which can be topped up by Parent Pay) and to access doors and gates into school.

LEARNING SUPPORT

The School has its own Head of Learning Support, Mrs Claire Brindley, who works closely with academic and pastoral staff, an Assistant Senco, a Learning and Behaviour Mentor, Learning Support Assistants, the School Nurse and parents in monitoring and developing interventions and accommodations for pupils as appropriate.

LEAVE OF ABSENCE

No cause, except illness, is considered a sufficient reason for absence unless permission has been granted by the Headmaster. **When leave of absence is required, permission must be sought by writing to the Headmaster at least two days prior to the date leave begins, stating the reason for the request.** Pupils are **not** permitted to take family holidays during term and the Headmaster has authorisation to refuse such requests.

LIBRARY

Library Induction

At the beginning of each academic year, the Librarian provides induction for new pupils. New pupils entering other year groups can request an induction. The induction is supported by an age-appropriate leaflet which provides information about the Library and how to use it. In Year 7, the Library is also the focus of the Year 7 Reading Scheme during which all Year 7 pupils have one reading lesson in the Library each week during the second half of the Autumn Term. The Reading Scheme concludes in the second half of the Summer Term with the Readathon to raise money for children's charities.

Library Services and Resources

The Library is open daily from 9.00 am – 5.30 pm.

The Librarian runs the Library with the help of a team of Pupil Librarians from across the age range.

Many pupils use the Library for private study during lesson times and they are expected to quietly get on with their work. Pupils have open access to the Library at break and lunch during which times the atmosphere is more relaxed, but still purposeful as pupils drop in to do their homework, use a computer, read a book, play chess or use makerspace equipment.

The Library's resources are under constant review to ensure that they support teaching and learning across all Key Stages. We are developing the online resources available remotely to pupils via our page on the School intranet. These currently include subscriptions to the JStor Secondary School Collection and the Philip Allen GCSE and A Level Magazine Archives. Library resources available for reference and loan currently include newspapers, current affairs magazines, books, eBooks, Kindles and DVDs. We also have 20 networked computers, and free access to printing, photocopying and scanning.

History

The Library dates back to 1602 when at the "earnest request" of the School's third headmaster, John Tovey, "the Library at the Free School was begun". The rules of the Library stated "that there be dictionaries chained in the school for general use of scholars". It was both a school and a public library and, as such, was one of the first ever public libraries in the country. Unfortunately, the splendid collection of books donated by former pupils, the City's gentry and even visiting royalty was lost as a result of various moves and storage in damp conditions. There is mention of 200 books remaining in 1830 and of old books being sold for £70 in 1885 after the School's move to Warwick Road. Further losses occurred as a result of the school being bombed in 1941 during the Blitz. In 1958, the Memorial Library was opened and it is dedicated to the memory of the former pupils (Old Coventrians) who died in the Twentieth Century's two World Wars. In 2002, the School celebrated the Library's quatercentenary and in 2013, the Library was extended and improved by the addition of the J B Vent Memorial Archive pursuant to the former teacher's generous bequest.

The Archive Room, in addition to housing the school archive, is used for teaching, meetings and Sixth Form private study. It is equipped with a drop-down screen, projector and six networked computers. It is available commercially for use by external organisations.

LOCKERS

All pupils have their own locker, which enables them to keep school books, equipment and personal property safe and secure. We strongly recommend that mobile phones are stored in lockers during the school day. A £5 deposit is paid when a student joins via Parent Pay, and it is returned at the end of Year 11. The correct locker key must be returned at the end of each academic year, and your child will be provided with a new locker key at the start of each academic year. If a pupil loses their locker key, a £5 fee is payable to cover the cost of a replacement key.

Please encourage your child to use the lockers properly. Specially designated areas have also been provided for the storage of games bags. P.E. bags should be kept in the lockers.

Pupils who misplace their locker key can borrow a key from the Lost Property Office between 8.15 a.m. and 8.45 a.m. or between 1.00 p.m. and 1.15 p.m. A spare key will be made available to allow access to the locker. Please note that the key must be returned to the Lost Property Office the following morning.

LOST PROPERTY

All lost property is monitored and kept in a designated room with a member of staff available from 8.15am – 8.45am and 1.00 pm – 1.15 pm each day to distribute lost/mislaid property. Please ensure all items of clothing are fully named, this will help with the return of any lost items. Form Tutors and Year Heads are always available to help in the case of any difficulty. Named property that is found around school will be returned to the pupil in question. In our experience a lack of the child's effort to find lost property is often behind claims that 'someone stole my kit'. Please do not buy new kit for your child without informing the Form Tutor first - a proper hunt in school is usually successful!

LUNCHES/CATERING

Break and Lunch services are provided in the Dining Room on a cafeteria basis using the ID card cashless system. Holroyd Howe, our catering company who work exclusively with independent schools to create a fresh and thoughtful foodservice that's uniquely tailored to meet the needs of the school. Building their service around children and young adults to provide locally sourced, handmade meals they can enjoy every day.

MARKETING

The School constantly updates the website and in order to comply with the Data Protection Act 2018 we need your permission to use any photographs which may contain an image of your son/daughter. We would also like to seek your permission for the use of any images taken by the School to appear in other marketing features. Please contact marketing@bkhs.org.uk for more details.

MOBILE PHONES

Under normal circumstances mobile phones should not be brought to school. However, if a mobile phone is required for added safety/security in journeying to and from school, it must, on arrival at school, be placed in the pupil's locker or handed in to Reception. Mobile phones should not be used between 8.30am and 4.00pm.

Using a mobile phone between these times will result in a after school detention. No responsibility for the loss of a mobile phone will be accepted where the above procedures have not been followed. Under no circumstances are pupils permitted to take videos or pictures at school or whilst travelling to/from school on trips or activities. Pupils who do not meet this expectation will be subject to strict sanctions.

MUSIC DEPARTMENT/LEARNING A MUSICAL INSTRUMENT:

King Henry VIII School has a vibrant, busy music department with a full programme of performances, lessons, trips, masterclasses, outreach projects, and tours.

In the past few years, we have gone on tour to Prague, put on full productions of Les misérables and Little Shop of Horrors, performed gala concerts to audiences of over 1000 in the Butterworth Hall, and had many other full school concerts, Rock School concerts, year group recitals, and chamber concerts.

We have had a visiting concerts and masterclasses from the Coull Quartet and Gaynor Keeble, given the world premières of Perpetuity, a piece written for us by our former Composer-in-Residence, Stephen Crewes, and Beacon of Freedom by Howard Skempton, a piece setting to music poetry by Henry's students. We have also taken trips to see Wicked in London, the CBSO in Birmingham, won awards at the Leamington Festival, and sung in Brendan Cole's dance show at the Warwick Arts Centre.

Participation in the Autumn Concert is compulsory for Year 7; they will form a choir which will rehearse during form time in the first half of the autumn term. Students already playing instruments are strongly encouraged to join an ensemble; please don't wait to be asked, just get involved!

Ensembles

We have a large number of ensembles rehearsing weekly including:

Senior Orchestra	Sax Ensemble
Vivace Strings	Henry's 9 (female chamber choir)
Senior Choir	Barbershop
Junior Choir	Clarinet Quartet
Wind Band	Clarinet Choir
Rock School	Brass Ensemble
Piano Duet Club	Jazz Ensemble
Flute Ensemble	Blues Band
Guitar Ensemble	String Quartet

Instrumental lessons

We offer lessons on violin, viola, cello, bass, flute, oboe, clarinet, bassoon, trumpet, trombone, tuba, French horn, percussion, as well as piano, guitar, saxophone, voice, electric guitar and drum kit.

On **Thursday 16th June** there will be an instrumental fayre in the Burgess Hall from 4pm, at the end of the induction day. This is a chance for children to come and try all the instruments we have on offer and sign up to lessons. Parents are also welcome.

Lessons take place during the school day and operate on a rota system so students do not always miss the same academic lesson. We also offer music theory lessons after school.

The cost of lessons varies slightly between teachers but is around £19 per half hour.

You can sign up for lessons in the Returnable Forms booklet.

You can also contact Mr Newton on rjn@bkhs.org.uk or or Mr Ross pjr@bkhs.org.uk.

NUMBER 57 SCHOOLWEAR

We are very excited to have a lovely school uniform shop. This is known as Number 57 Schoolwear as it is located at 57 Barker Butts Road in Coventry, just over a mile from school. The shop is run on behalf of the CSF by Helen Zgraja, who has worked in the local retail industry for many years. You will doubtless wish to visit the shop quite early on to get a feel for what uniform is required. Most items can be bought off the peg; those that can't may be ordered and delivered to school if required. Second hand uniform sales also take place regularly at school and are advertised in the school calendar. Contact details are listed at the back of this booklet on the School Uniform List.

All new starters must make an appointment with the uniform shop for new uniform. You can book an appointment using the form on their website www.number57schoolwear.co.uk. Please note that the shop does get incredibly busy on the last week of the summer holiday, so do try to go earlier if possible.

NURSE

The School Nurse works on site between the hours of 8.15 am until 4.45pm, Monday to Friday. She is also present at most of the home rugby matches on Saturdays.

There are four main aspects to the work of the School Nurse. Firstly, she is responsible for the day-to-day management of any accidents/illnesses that occur to the children during school hours. In addition, the School Nurse is involved in the support and management of pupils who have existing medical conditions.

It is vital that pupils are discouraged from carrying Paracetamol and other medicines around the school with them; this may result in tablets being taken inappropriately. On the **Health Information Sheet**, found in the returnable forms booklet, there is the opportunity for you to give consent for your child to receive Paracetamol during school hours should the need arise. The issue of Paracetamol tablets is supervised and monitored. If your child receives Paracetamol during the day, a note will be sent home with him/her, stating the dose, the time given and the reason why. If your child requires prescribed

medicines to be given during the school day, the medication should be handed to the School Nurse at the beginning of the day for safe storage, and provided the school has a letter of consent, she will be responsible for dispensing the medicine. If your child is asthmatic and carries an inhaler in school, this information must be recorded on the Health Information Sheet. Asthma, allergies requiring use of Epipen / Jext/ Emerade is also documented, it is assumed that pupils carry and are able to administer their own inhaler, and/ or Epipens at all times, one can be held in the Medical office for emergencies along with condition specific care plans which will be sent home to be completed.

The School Nurse is responsible for monitoring pupil attendance at school. It is expected that parents of pupils who are absent due to illness inform the School on the first day of absence. If the child is absent and the School has not been informed, we will make contact with the parent/guardian to establish the reason for absence.

The School Nurse is involved in the development and teaching of health related issues within the Personal and Social Development programme within the school. This includes supporting the pastoral Deputy Head, Dr Cuthbert with the safeguarding of all children at school.

Finally, the School Nurse is available to support the whole school community by way of discussing medical or any other matters which may be of concern to individual pupils or their parents. Contact the School Nurse at nurse.khviii@bkhs.org.uk

OUTDOOR EDUCATION

The school has a rich tradition of education beyond the classroom as well as within it. Our Outdoor Education programme is one of the best in the country and offers tremendous challenges and rewards to students in every year group of the school. Mrs Jones runs the programme and is a full time employee of the school. In Years 7-9 students participate in the compulsory 'Adventure Programme Award', which includes activities based around camp craft, rambling, first aid, road craft, bush craft, a service, an interest/skill and many more outdoor activities, as well as day trips to Outdoor Pursuit Centres and residential visits to Bush Craft centres and other Outdoor Centres. As part of this programme students work towards completing an internationally recognised award. In addition, our Year 7 students have an opportunity to participate in our very popular Outdoor Education Club, which takes place at lunch-time on Tuesdays.

In Years 9 -13 the majority of our students participate in the Bronze, Silver and Gold Duke of Edinburgh's Award; the world's leading achievement award, as well as trekking challenges such as 'The Sandstone Trail'. In addition, students have the opportunity achieve the National Navigation awards and take part in more adventurous trekking and Eco-challenge trips abroad in places such Borneo, Peru, Costa Rica. Students in all year groups have the opportunity to participate in achieving the John Muir awards; orienteering clubs and competitions; first aid programmes and many more... There is something to tempt every student to put on their outdoor gear and head off with their friends for a new challenge. Please follow us on twitter @BKHSKHVIII OE or contact Mrs Jones at jcj@bkhs.org.uk

PARENTS' ASSOCIATION

The School has a Parents' Association (P.A.) which encourages contact between home and school and to which all parents are deemed to belong. Please read the letter found at the end of this booklet.

PARENT PAY

Parent pay is operating in school for a host of purchases, including: school trips, DofE, revision guides, calculators, exam resits, etc. An activation letter will be issued to enable you to set this up.

PARKING/DROP OFF

Parents are asked not to bring their vehicles onto the School premises but should drop off their children and pick them up at a safe and appropriate parking location, such as Davenport Road, Michaelmas Road, Spencer Road or Central Six Retail Park.

PLEASE DO NOT PARK ON DOUBLE YELLOW LINES just outside school as this is both **ILLEGAL AND DANGEROUS. PLEASE DO NOT OBSTRUCT DRIVEWAYS AND ACCESS POINTS NEAR SCHOOL.**

PASTORAL CARE

Pupils are organised into Forms and the role of the Form Tutor is vital in encouraging and monitoring the academic and social progress of its members. It is through the Form Tutor that pupils become familiar with all aspects of school rules, routine and events and to whom they should turn for help and advice in the first instance. The Form Tutor liaises closely with subject staff, Head of Year, the School Nurse, the Deputy Heads and Headmaster, where appropriate. All staff are involved in the pastoral care of pupils and their work is supported through the PSHE programme, a variety of assemblies and social activities, trips, House events and extra-curricular activities. Dr Cuthbert, Deputy Head, is ultimately responsible for pastoral care in the School.

PEER SUPPORT

We encourage students to speak to staff if they have any concerns at all while they are at school. Sometimes however, children prefer to speak to someone closer to their own age. This is the rationale behind our Peer Support service. Pupils are visited in their Forms by older pupils for regular chats, or an individual can see Mrs Pike (also our Careers Adviser) to arrange for a one to one chat at any time.

REPORTING AND ASSESSMENT

Whilst our main academic focus at school is delivering high quality teaching to our pupils, we understand that parents require regular feedback on the academic, pastoral and co-curricular progress of their child. There are three main elements to the feedback you receive:

1. Parents' Evenings. These take place once a year for teacher consultations and are published in the school calendar. Appointments are made and recorded by pupils in their Homework Planners. We also organise one off Parents' Evenings at important points in the pupils' careers. Thus there is a Year 7 'Settling in' Parents' Evening shortly after the October Half Term.
2. Grade cards. Every half term you will receive a grade card. This will give you an indication of academic attainment, academic application and homework attainment. The grade cards will build up incrementally so that you can see a pattern of progress across the year.
3. Reports. A full written report is sent out once each year to give more detailed feedback on achievement and also guidance for future improvement. This will also include a House report and Games report where appropriate.
4. End of year exams.

This feedback should add up to a fulsome set of information for parents. Of course, if you have concerns in between these reports, you must get in touch with the subject teacher in person or by email so that the teacher can give you more detail. Any questions about reports should be directed to Mr Sewell, Deputy Head.

SAFEGUARDING AND CHILD PROTECTION

The well-being of our pupils is of paramount importance to the school and its staff. The school also has certain guidelines which it has to follow. The relevant information is contained in the Child Protection Policy which is available on the school website (go to the [policies page](#) on the BKHS website, www.bkhs.org.uk) and also in hard copy from Reception. The Designated Safeguarding Lead (DSL) is Dr Cuthbert, Deputy Head, to whom all enquiries should be addressed.

Please be aware that the school is signed up to Operation Encompass. Operation Encompass will send Dr Cuthbert an alert in the morning if any students have been exposed to a Domestic Violence (DV), involving police intervention, the previous evening or weekend.

SCHOOL HOURS

A summary of the school day and lesson times is shown below and also appears in the Homework Diary

REGISTRATION	8.35
ASSEMBLY / TUTORIAL TIME:	8.40 - 9.00
PERIOD 1:	9.00 - 9.55
PERIOD 2:	9.55 - 10.45
BREAK:	10.45 - 11.10
PERIOD 3:	11.10 - 12.00
PERIOD 4:	12.00 - 12.55
LUNCH	12.55 - 2.15
PERIOD 5:	2.15 - 3.05
PERIOD 6:	3.05 - 4.00

SCHOOL RULES

The basic principle of our School Rules is common sense! Pupils are expected to use their common sense; a breach of common sense is effectively a breach of School Rules. Pupils should show consideration for others, respecting their views and their property. At all times we expect a high standard of behaviour and of respect for the good name of the School. A copy of the School Rules can be found in the Homework Diary.

SECOND HAND UNIFORM SALES

The Parents' Association regularly organise Second Hand Uniform Sales, the dates of which are published in the school calendar. This is an excellent way of saving money on new uniform as your child moves up through the School.

SUMMER ACTIVITIES

During the school summer holidays we hold a great Summer Activity Camp at the school which is sport and non-sport based. A leaflet is included in this pack giving dates/times and prices.

TELEPHONE

Pupils may go to reception if they need to contact home urgently. We strongly urge parents and pupils to avoid having mobile phones in school, except in cases of emergency. Where it is essential to bring a mobile phone to school, pupils should either keep them in their locker during the school day or hand them into Reception for safekeeping. Mobile phones can then be collected from Reception at the end of the school day.

TERMS AND HOLIDAY DATES

Terms and holiday dates are shown below and also appear in the Homework Diary.

Please remember that booking family holidays during term time IS NOT permitted

All requests for absences must be in writing and have prior approval from the Headmaster.

TERM DATES 2022/2023

2022	Autumn Term	
	Term starts	Wednesday 7th September
	<i>Senior School</i>	<i>Entrance Examination Saturday 15th October</i>
	Half term	Monday 24th October - Friday 4th November
	Term ends	Friday 16th December (12 noon finish)
2023	Spring Term	
	Term starts	Thursday, 5th January
	Half term	Monday 20th February - Friday 24th February
	Term ends	Friday 31st March (4pm finish)
Summer Term		
	Term starts	Tuesday 18th April
	May Day	Monday 1st May
	Half term	Monday 29th May - Friday 2nd June
	Term ends	Thursday 6th July (12 noon finish)

TRANSPORT

The School is superbly placed for public and private transport. Using public transport offers pupils the opportunity to develop independence and self-reliance, as well as giving parents more independence too!

If you would like to research the best way for your child to get to school, please go the Transport section of our website or contact the Transport Manager for Coventry School Foundation on 024 76271 328 or email tm@bkhs.org.uk.

If you would like a senior student to accompany your Year 7 son/daughter at the start of the new academic year, do let us know and we will try to arrange this.

TWITTER

The School has a Twitter account so that parents can keep track of the most recent events and successes in school. Find us here: @BKHSKHVIII. You are, of course, warmly encouraged to tweet to the world about anything you feel parents may be interested to know. If you have any questions about Twitter, please contact Mrs Suzanne Jackson, Marketing Manager - marketing@bkhs.org.uk. Lots of other areas of the school have their own twitter pages from Outdoor Education to Maths.

UNIFORM

Pupils are expected to wear their school uniform with pride and to comply with the guidelines on School Uniform on pages 23-30 of this Welcome Pack. The wearing of school uniform is compulsory on all School occasions, except when specific advice is given to the contrary.

All clothing and equipment must be clearly marked with the pupil's name.
Parents will be contacted when a child fails to comply with the school uniform policy.

VALUABLES

Pupils should not bring valuable items or large sums of money to school. However, if circumstances necessitate that such items are brought to school they should either be handed to a member of staff for safekeeping or be locked inside a locker. Before a Games or PE lesson, valuables should be handed to the Games teacher for safekeeping. If these procedures are not followed the School cannot accept responsibility for loss of property.

WEBSITE

You are very likely to have visited our school website www.kinghenrys.co.uk already, but we would be grateful if you would take a look whenever you can as we try to update it regularly. You will find on the website a link to our Twitter and Facebook feed, recent News items and also the weekly calendar of events. If you have any suggestions about how we can improve the website or if your child has any successes which we can add, do get in touch with Mrs Suzanne Jackson, Marketing Manager - marketing@bkhs.org.uk

WITHDRAWAL OF PUPILS FROM SCHOOL

The Contract must be returned to school **prior** to a pupil's admission. Please refer to the section entitled 'Contract/Parental Agreement' at the beginning of this booklet for further details. In accordance with point (i) of the Parental Agreement (The School Contract), a full term's notice of the intention to remove a pupil from school must be sent to the Headmaster, **in writing**. Failure to comply with the above will result in a full term's fee being charged.



BABLAKE &
KING HENRY VIII
SCHOOL

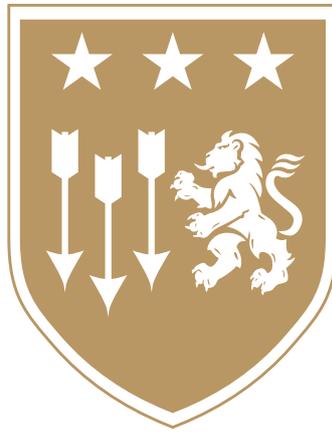
Senior School Uniform Booklet
2022-2023

Appointments

All new starters must make an appointment with the uniform shop for new uniform. You can book an appointment using the form on their website www.number57schoolwear.co.uk



All items of clothing must be clearly marked with the owner's name



Bablake and King Henry VIII School pupils are expected to take pride in their uniform and appearance: clothes should be clean, in good repair and worn properly; hair must be tidy, of natural colour and appropriate for a school setting. All articles must be clearly marked with the pupil's name and form.

Travelling to/from school

School uniform will be worn whenever pupils are on site at BKHS or representing the School elsewhere, this includes the journey to and from School and on school visits as required.

To promote a healthy lifestyle, our uniform does not preclude walking or cycling to School. Pupils Are permitted to wear light colours and reflective materials over their uniform, so that they are As visible as possible when walking or cycling to School during the winter months.

Further questions?

If a pupil or family is experiencing any difficulties caused by our uniform guidance on such bases as religion, race, disability, gender identity or medical issues, they are encouraged to contact their child's Head of Year to discuss further.

The Head reserves the right in their absolute discretion to refuse entry to the School to any pupil failing to observe any of these dress regulations, and to rule on the acceptability of variations not covered by the regulations.

Please note that failure to comply will lead to a formal warning. Repeated non-compliance will lead to serious sanctions in accordance with the School's Behaviour Policy.

All items are COMPULSORY unless stated optional

All items of clothing must be clearly marked with the owner's name

KILT UNIFORM

All items are **COMPULSORY** unless stated optional

All items are available from the School Shop

- School blazer
- School jumper
- School kilt*
- White long-sleeved, reverse collar shirt – short-sleeved shirt permitted in Summer Term only
- School House badge
- Plain black knee high socks or tights – plain white ankle socks permitted in Summer Term only
- Black shoes – plain, flat leather shoes to lace, buckle or slip on; no suede or canvas, no boots or training shoes, no contrasting colours, adornments or piping, no shoes with split toe/heel sections, sling-back or mule-style
- Coat – smart, plain, dark coloured coat/jacket. No suede, leather, denim, service or casual style coats/jackets and no gilets are not allowed; coats may have a discreet logo

* PLEASE NOTE

The School Shop has been advised, for all kilts, that the length must be on the knee. Given that pupils are generally still growing, parents should purchase kilts below the knee, as they will otherwise be asked to buy a replacement as soon as the kilt is not of regulation length. It should be of a comfortable, not tight fit.



All items of clothing must be clearly marked with the owner's name

All items are **COMPULSORY** unless stated optional

- School games top
- School games skort
- School games socks
- School PE shirt
- School athletics shorts
- School tracksuit
- School base layers – top and leggings
- School quarter zip midlayer
- Sports socks – white ankle sports socks, no logos
- School swimming hat
- Black swimming costume
- Trainers – the sole of the trainers must be flexible to allow for a full range of movement and should offer firm ankle support. Boot-style trainers, thin-soled fashion trainers and trainers without laces not permissible

Equipment required

- Mouthguard
- Hockey stick
- Hockey shin guards (not football shin guards)

Optional

- School games coat – three-quarter length black bench coat for team players and supporters
- School sports bag
- Hockey-specific astro trainers – recommended

All items of clothing must be clearly marked with the owner's name

TROUSER UNIFORM

All items are COMPULSORY unless stated optional

- School blazer
- School jumper
- School tie
- Harrow grey trousers – regular cut, not skinny fit, with conventional side pockets
- White long-sleeved shirt – short-sleeved shirt permitted in Summer Term only
- School House badge
- Plain socks in dark grey or black
- Black shoes – plain, flat leather shoes to lace, buckle or slip on, no suede or canvas, no boots or training shoes
- Coat – smart, plain, dark coloured coat/jacket. No suede, leather, denim, or casual style coats/jackets and no gilets are not allowed; coats may have a discreet logo



All items of clothing must be clearly marked with the owner's name

All items are **COMPULSORY** unless stated optional

- School games top
- School games shorts
- School games socks
- School PE shirt
- School PE shorts
- School splash top
- School track bottoms
- School base layers – top and leggings
- School quarter zip midlayer
- Sports socks – white ankle sports socks, no logos
- Black swimming shorts
- Trainers – the sole of the trainers must be flexible to allow for a full range of movement and should offer firm ankle support. Boot-style trainers, thin-soled fashion trainers and trainers without laces are not permissible

Equipment required

- Mouthguard
- Hockey stick
- Hockey shin guards (not football shin guards)
- Rugby boots – with rugby regulation metal studs (no plastic studs)

Cricket kit – Summer Term

- School cricket shirt – required by all pupils selected to play in School teams
- Cricket trousers – required by all pupils selected to play in School teams
- School cricket sweater – optional
- Cricket box

Optional

- School games coat – three-quarter length black bench coat for team players and supporters
- School sports bag
- Hockey-specific astro trainers are recommended

All items of clothing must be clearly marked with the owner's name

Number 57 Schoolwear

Manageress: Mrs Helen Zgraja

Telephone: 024 7659 7876

Web: www.number57schoolwear.co.uk

Email: sales@number57schoolwear.co.uk

Opening Hours

Monday to Friday 9am – 5pm

Saturday 10am – 2pm

Sunday/bank holidays closed

Location

57 Barker Butts Lane, Coundon, Coventry, CV6 1DU

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Payment

In cash, by guaranteed cheque or major debit/credit card

Returns policy

If you need to return any item purchased we will refund or offer an exchange if returned within 28 days unused, in the original packaging and with a till receipt. Refunds will be made via the original payment method. Any claim for faulty items will be returned to the manufacturer for assessment and an exchange offered.

This does not affect your legal rights.





BABLAKE &
KING HENRY
SCHOOL

COMPETITION TIME

**We are giving you the chance to win the
cost of your school uniform!**

Book an appointment in June to WIN a refund of the
full receipt value of your uniform purchase.

For everyone that books an appointment to purchase
uniform between the **1st and 30th June 2022** will get
FREE ENTRY into our PRIZE draw!

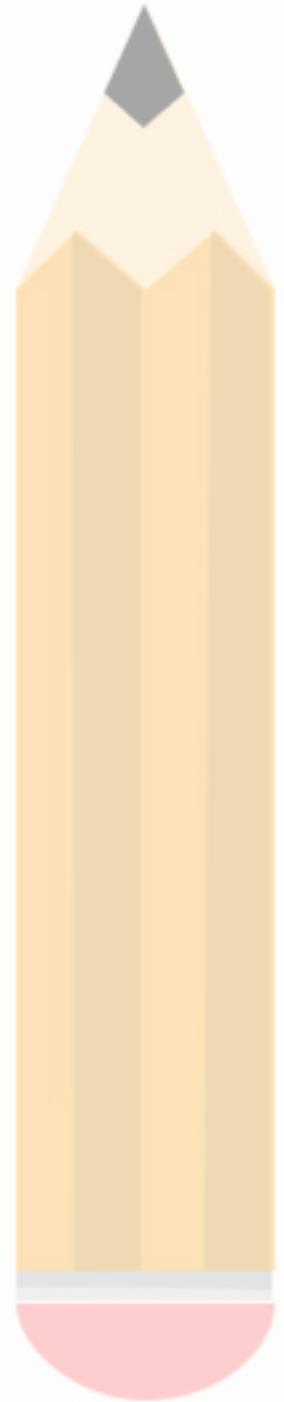
How it works:

Simply book an appointment online at www.number57schoolwear.co.uk and purchase your uniform before the end of June. You can then enter our draw for the chance to win a refund of the full receipt value.

The first customer to visit the shop on Friday 1st July will draw the winner.

Entries will only be available to appointment holders, there is no minimum or maximum purchase. Entries are open to all year groups and are limited to one child per entry (for those with more than one child, multiple entries are permitted). The winner will receive a full refund via the same payment method as their original purchase, for the receipt value.

You must keep your receipt to claim your prize refund!



NUMBER 57 SCHOOLWEAR
COVENTRY SCHOOL FOUNDATION OUTFITTERS



BABLAKE &
KING HENRY VIII
SCHOOL

15 Queens Road, Coventry CV1 3EG

Fees for Academic Year 2022/23

Senior School	Termly Fee - £4,595
Reception to Year 2	Termly Fee - £3,185
Years 3 - 6	Termly Fee - £3,640
Nursery (Termly)	3 Full Days - £1,911
	4 Full Days - £2,548
	5 Full Days - £3,185

Thank you for entrusting the education of your children to us. We are proud of the accomplishments of our pupils and could not have succeeded without the partnership with you, our families.

Yours sincerely

Professor Ian Dunn
Chair of Governors



BABLAKE &
KING HENRY VIII
SCHOOL

May 2022

Dear Parent,

MONTHLY PAYMENT OF FEES

We have an arrangement with School Fee Plan (SFP) to administer a monthly direct debit collection scheme on our behalf. This service allows you to spread the cost of your school fees over ten months, commencing in August each year and finishing in May. This facility is interest free, as all related charges are met by the Coventry School Foundation. As with all service providers, credit agreements are subject to status.

You can apply online at
King Henry VIII Senior School
King Henry VIII Prep

www.myschoolfeeplan.com/KingHenryv111Senior-CV3
www.myschoolfeeplan.com/KingHenryv111Prep-CV3

All applications must be completed before the 2nd July 2022. Please note that you do not need to have received your fee invoice to complete this process, as we send the fee information directly to SFP.

Once set up, you will continue to receive termly bills from us, but these will be for information only, as ten monthly instalments will be taken from your bank account in accordance with the authorised Direct Debit Mandate.

You will not be required to take any further action during the year, as we will advise SFP of your termly invoice value. You will then be notified in writing of the monthly amount to be taken from your account. You will also be informed in advance of any changes resulting from adjustments which may have been incurred during a school term.

There is no long-term commitment involved and you may revert to paying your fees in advance at any time if you so wish. The agreement can be automatically renewed each year without the need for further signatures, until you advise otherwise. Should you require further information, please visit the aforementioned website.

Yours sincerely,

Mrs Jacqui Hammond
Director of Finance and Operations



WELCOME FROM THE PARENTS' ASSOCIATION

A very warm welcome to King Henry VIII School. Can we take this opportunity to let you know, if you did not already, that you are all members of the school Parents' Association.

King Henry's PA focuses on working across the school campuses, building the school community through fun events and fundraising through group cooperation.

Besides yourself, the PA consists of an active and friendly committee that meets throughout the year to organise social and fund raising activities, and support events in the schools' calendars. Proceeds from fundraising events are used to fund projects and purchase equipment for the benefit of the pupils.

The level of involvement in the PA that works for your family is entirely up to you! However, this year, we would like to challenge all of our parents to strive for 5 hours of volunteer time for our school. This can be achieved in so many small ways, or all towards one big event. Attendance at our school events and meetings is a great way to see what we are about.

The committee meetings are held twice termly, and you will find the dates and times published in the schools' calendars with informal event group meetings arranged as necessary. Details of the committee members and forthcoming events can be found on the school website.

For further information about joining in, please contact us via the school reception or our email address: pa@bkhs.org.uk.

Once again, may we take this opportunity to welcome you and thank you for any support that you may be able to provide. We look forward to meeting you.

Parents' Association



YOUR MONTHLY PAYMENT OPTION

BROUGHT TO YOU BY SCHOOL FEE PLAN

It's as simple as **ABC**

The alternative way to pay school fees

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Thankfully with SFP, at least paying your child's school fees can

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As parents, we all want to give our children the best possible start in life, and a private education is one of the key ways in which we can equip them to take full advantage of the opportunities that life will bring.

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Who is SFP?

SFP is the market-leading school fee finance provider in the UK. We make paying school fees as simple as ABC by allowing you to spread the cost of large termly fees over monthly instalments.

We are part of Premium Credit Limited who have been consistently committed to supporting parents and independent schools since 1996. We are authorised and regulated by the Financial Conduct Authority, members of the Finance and Leasing Association (FLA) and we follow the FLA Lending Code, a copy of which is available on request.

Our services are already trusted by hundreds of independent schools and used by thousands of parents to make their life a little easier when it comes to paying for their children's education.

What are the benefits?

- Enables you to pay your school fees on a monthly basis
- Extras can be added throughout the year if agreed with your school
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- Sign your credit agreement online – no need for paperwork or postage

What our **customers say**

“ Having used SFP from both a parents perspective and also through my work as a bursar at an independent prep school. I would highly recommend them due to their excellent customer service, ease of use and competitive rate.”

Ms Marshall – a parent of The Grey House School

“ Excellent way of spreading fees, along with excellent service.”
Mr Heiling – a parent of Harrow School

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YOUR MONTHLY
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