



Parental Handbook

2025-2026

Key Contacts

Mr Matthew Dean	Head Teacher
Miss Catherine Holyland	Deputy Head Teacher
Miss Lesley Archer	Deputy Head Teacher
Miss Wendy Ryder	Assistant Head Teacher
Mr Andrew Bennett	Assistant Head Teacher
Mr Simon Hoyle	Assistant Head Teacher
Mrs Emma Greenfield	Assistant Head Teacher
Mr Stephen Kettle	Associate Assistant Head Teacher SENDCO
Mrs Annie Kennedy	Director of Learning: Year 7 & Transition
	Head of Year: Year 7 & Transition
Miss Jodie Hancock	Director of Learning: KS3 (Year 8 & 9)
Mrs Hilary Booth-Bowler	Head of Year 8
Mrs Jodi Horobin	Head of Year 9
Miss Harriet Dovey	Director of Learning KS4: (Year 10 & 11)
Mrs Alison Riley	Head of Year 10
Mrs S Mahoney	Head of Year 11
Ms Ally Cutler	Year 12 Leader
Mrs Claire Hardicre	Year 13 Leader
Mrs Gill Tupman	Student Welfare Office: KS5 (Year 12 & 13)
Mrs Sue Warburton	Mental Health Practitioner
Mrs Carla Garrott	First Aid
Mrs Anne Handby	Family Support Worker
Miss Laura Sharples	Attendance Lead
Miss Genna Brown	Examinations Officer

Guidelines for Parental Communication with School from September 2025

When should I contact school?

As soon as you have a concern! If in doubt, please contact us; we would far rather you contacted us for reassurance over something that turns out to be minor than spend time worrying about something.

I know class teachers are very busy. Is it ok to contact them?

Yes, it is absolutely fine to contact a class teacher if you need to. We only ask that you respect the fact that most teachers teach around 200 students and cannot, therefore, realistically enter into a detailed dialogue over a prolonged period of time with individual parents. The vast majority of instances where parents need to contact teachers can be dealt with via a quick email exchange, so feel free to do this in the first instance. Please also note that we do not expect teachers to reply to messages outside of working hours.

Can't I just contact the Headteacher if I've got a problem?

Yes, you are always welcome to contact the Headteacher if you feel you need to (by emailing the Headteacher's PA, via Head@poyntonhigh.org.uk or calling (01625 871811)). At the same time, parents will appreciate that in many circumstances it may be more appropriate for another member of staff who has a more detailed knowledge of the issue to respond in the first instance.

How quickly can I expect a response to my queries?

Ordinarily, you can expect a response dependant on the enquiry within 2 working days.

How do I know who is the best person to contact?

The table below is intended to help parents with information about who to contact in certain, common scenarios. If you are unsure about who to contact, we recommend you call the main school reception on 01625 871811, where our staff will be able to point you in the right direction.

Is there anything else I should bear in mind?

The only other thing we would say is that we understand that sometimes parents or carers may be frustrated about issues that arise and we will always do our best to solve these. Equally, we would much prefer parents or carers to contact us directly with concerns rather than raise them on social media before we have had the chance to respond.

At the same time, please understand our staff are trying to resolve your concern and therefore any communication that is sent should not be rude, abusive or aggressive. We do not expect staff to respond to inappropriate communication.

Communication Information September 2025

Contact	Who to contact	How
Any safeguarding concern	Miss Catherine Holyland is the Safeguarding Lead or Mr A Bennett is the Deputy Safeguarding Lead	Via reception 01625 871811 safeguarding@poyntonhigh.org.uk
Welfare concerns e.g. Friendship issues, cyber bullying	The first point of contact would be the Welfare Lead for your child's year group.	Year 7 Year 8 Mrs Booth-Bowler Hbooth-Bowler@poyntonhigh.org.uk Year 9 Mrs Horobin Jhorobin@poyntonhigh.org.uk Year 10 Mrs Riley- ARiley@poyntonhigh.org.uk Year 11 Mrs Mahoney – Smahoney@poyntonhigh.org.uk or studentsupport@poyntonhigh.org.uk
Concerns about your child's progress in a particular subject	Class teacher initially, but please contact the Director of Learning for the subject team if this does not resolve the issue.	E-mail info@poyntonhigh.org.uk and in the title please write the name of the teacher concerned.
Concerns about your child's general progress	Director of Learning for your child's year group	Year 7 Mrs A Kennedy AKennedy@poyntonhigh.org.uk Year 8&9 Miss J Hancock JHancock@poyntonhigh.org.uk Year 10&11 Miss H Dovey HDovey@poyntonhigh.org.uk
Information on how to support your child's learning e.g. revision guides	Director of Learning for your child's year group	Year 7 Mrs A Kennedy AKennedy@poyntonhigh.org.uk Year 8&9 Miss J Hancock JHancock@poyntonhigh.org.uk Year 10&11 Miss H Dovey HDovey@poyntonhigh.org.uk

Queries about home learning	Class teacher initially, but please contact the Director of Learning for the subject if this does not resolve the issue.	E-mail info@poyntonhigh.org.uk and in the title please write the name of the teacher concerned.
Questions about uniform	Welfare Lead	studentsupport@poyntonhigh.org.uk 01625871811
Questions about school transport	Business officer	E-mail coakes@poyntonhigh.org.uk 01625 871811
Reporting absence or other queries relating to attendance.	Attendance Officer Miss L Sharples	absence@poyntonhigh.org.uk 01625 871811 and follow the instructions on the recorded message
Information about medical care and support	First Aid Lead	CGarrott@poyntonhigh.org.uk
Information regarding SEND	Learning Support Department	SEN@poyntonhigh.org.uk
Concern about a member of staff	Deputy Head teacher Miss C Holyland	CHolyland@poyntonhigh.org.uk Via reception 01625 871811
Questions relating to assessment	Assitant Head teacher Miss W Ryder	WRyder@poyntonhigh.org.uk Via reception on 01625 871711
Questions relating to the school curriculum	Assistant Head teacher Miss L Archer	LArcher@poyntonhigh.org.uk Via reception 01625 871811
Questions relating to the Sixth Form	Assistant Head teacher Mr A Bennett	ABennett@poyntonhigh.org.uk 01625 871811
Questions relating to pupil premium and FSM	Assistant Head Teacher Mrs E Greenfield	EGreenfield@poyntonhigh.org.uk Via reception 01625 871811

School Day

8.45am – 9.00am	Form Time
9.00am – 9.05am	Movement Time
9.05am – 10.05am	Lesson 1
10.05am-10.10am	Movement Time
10.10am-11.10am	Lesson 2
11.10am-11.30am	Break
11.30am-12.30pm	Lesson 3
12.30pm-12.35pm	Movement Time
12.35pm-1.35pm	Lesson 4
1.35pm-2.15pm	Lunch
2.15-3.15pm	Lesson 5

First Day arrangements – Wednesday 3rd September

Time	Year	Venue
8.45am	Y7	HALL to meet tutors
8.45am	Yr 12	Sixth Form Centre
	Yr 11	Form Rooms
11.10am arrival for an 11.30am start	Y8, 9, 10	Students arrive and at 11.30am go to their form fire drill point on the yard and then will go to their form rooms
	Yr 13	Sixth Form Centre

Key Dates for Term 1

Wednesday 3rd September	Start of academic year for all students
Thursday 18th September	Year 7 'Meet the Tutor' Evening 4.00-7.00pm
Tuesday 23 rd September	Year 12 Information Evening and Meet the Tutor
Wednesday 24 th September	Student Development Day
Wednesday 24 th September	Year 8 information evening 6.00pm Year 9 information evening 7.15pm
Thursday 25 th September	Year 10 information evening 6.00pm Year 11 information evening 7.15pm
Thursday 2nd October	Main School Open Evening 5.30pm-8.30pm
Friday 24th October	October half term
Thursday 13 th November	Sixth Form Open Evening 5.30pm-8.00pm
Monday 24 th November – Saturday 29 th November	School Show
Friday 28th November	Inset day school closed to students
Monday 1st December – Friday 19 th December	Year 11 Mock Examinations
Monday 1 st December – Friday 5 th December	Year 7 progress review meetings with Form Tutors
Thursday 4 th December	Year 13 Parents Evening
Friday 19th December	Christmas Holiday 12.40pm Finish



Transport Arrangements

Our transport provider, Cheshire East Council, please follow the link to the information. Times remain the same as

<https://www.poyntonhigh.org.uk/parents/transport-information>

For general queries regarding contracted school bus services to Poynton High School please contact Cheshire East Council, on 0300 123 5012.

On 3rd September there will be two runs of the school buses. Year 7/11 and 12 for an 8.45am start. Years 8/9/10/13 for an 11.10am start.

School Transport for 3/9/25

Further information can be found at:
<https://www.poyntonhigh.org.uk/parents/transport-information>

<u>School Transport - 3.9.25</u> <u>Year 7, 11 & 12 : Arrival 0840hrs</u> <u>All other years : Arrival 1100hrs</u>		
PHS 3	One bus for years 7,11 & 12 <u>Arrival PHS 08.40am</u>	Normal scheduled pick up time. Route starts at the Navigation , Marple at 7.34am
PHS 1	One bus for years 7,11 & 12 <u>Arrival PHS 08.40am</u>	Normal scheduled pick up time. Route starts at The White Lion, Disley 07.45am
PHS 1,2,3	3 buses for all other years <u>Arrival PHS 11.00am</u> <u>Please ensure students use the correct allocated bus</u>	Later pick up – PHS 3 – Route starts at Navigation, Marple - Route - 10.10am PHS 1 – Route starts at The White Lion, Disley - 10.10am PHS 2 - Route starts at The White Lion, Disley - 10.10am
PHS 5 Macclesfield	Year 7,11 & 12	Normal scheduled pick up time . Route starts 07.55am
	All other years	Later pick up – Route starts at 10.10am . 2 hours 15 mins after normal scheduled time.
PHS 6 Bramhall	One bus for years 7,11 & 12	Normal scheduled pick up time Route starts 07.45am
	One buses for all other years	Later pick up – Route starts at 10.15am
N51897 Handforth	One bus for year 7,11 & 12 One buses for all other years	Normal scheduled pick up time Later pickup time Route starts at 10.13am

N51567		2 pick up / drop off times – Taxi company aware
N51894 Adlington	One bus for year 7,11 & 12 One buses for all other years	Normal scheduled pick up time Later pick up – 2 hours 15 mins after normal pickup time
N51898		2 pick up / drop off times – Taxi company aware
N55188		Normal Scheduled pick up time - arrival 08.40am- Taxi company aware

Travelling to and From School

To keep students safe at the front of school we ask that parents do not park on the yellow zig zags or in any of the three entrances to school and also to be mindful of our neighbours. We would encourage as much as possible that students walk to school or if they live out of Poynton are dropped away from the front of school, where it is very busy, and then walk the short distance to school.

There has been an increase in the number of students cycling to school which is fantastic as it supports our environmental strategy. However, we have had a number of calls concerned about the way in which some young people are riding their bikes in the village and also raising concerns that they are not always clearly visible as they are not wearing reflective clothing or do not have working lights on their bikes. We have spoken to the students who come to school on their bike but please could you also speak to your child about being safe when cycling to school.

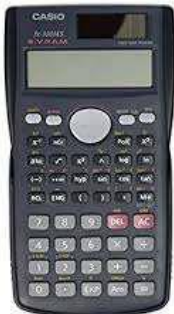
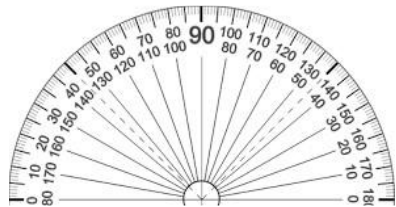
Arrangements for closure of the school due to extreme weather.

If, in exceptional circumstances, we have to close the school all information will be on the school website. The radio station we share closure information with is Silk FM. We will only close the school during the school day if adverse weather conditions would put our students at risk if their travel home was to be delayed. All updates will be on the school website and social media pages. If we have to close school we will move to online learning for the day via Google Classroom. Students should follow their normal timetable for the day. There will be a hybrid of set work and live lessons.

Mobile phone/Air pods

- We introduced these guidelines in September 2017. It has had a positive impact on the school and the feedback we have received from both parents and students has been supportive of the guidelines.
- Students in Years 7 – 11 are not permitted to use mobile phones when on the school site. As a school we are convinced that mobile phones are a distraction and have serious concerns about the impact of their inappropriate use. We do know their use is reducing our students' ability to connect with one another socially. We also believe that removing the distraction of mobile phones at school will impact favourably on our students' approaches to their studies and ultimately outcomes for all.
- We do, however, recognise that some parents want their children to carry mobile phones to school. The school rules therefore state that phones should not be seen, heard or used in school. All phones should be switched off before students enter the school grounds and remain switched off. All phones must be kept out of sight in bags or lockers, students are not allowed to carry phones in pockets or on their person.
- If a mobile phone is seen, heard or used in school it will be confiscated. Any phone that is confiscated will be kept in a secure location. Parents will be notified that their child's phone has been confiscated. Parents or an appropriate adult will be invited to collect the phone from the main school reception after a period of 24 hours. If the phone is confiscated on a Friday the phone can be collected on the Monday. If a parent wishes the phone to be returned to their child directly. This will only happen following a period of 72 hours. Any student who fails to hand in their phone when asked will receive a suspension. Repeated failure to follow the policy may result in a longer suspension or a temporary transfer to another school's behaviour base.
- Students must make sure their phone is switched off before they enter the school grounds and remain switched off while on school grounds. If students need to make a call at the end of the day to discuss arrangements with parents this must take place off the school grounds or after 3.25pm outside the school buildings. If a student needs to make an essential call during the school day they must go to their year team at break, lunch or after school to make the essential call.
- Parents and carers should be reassured that they will still be able to communicate with students during the course of the school day through our established communication pathways. Please contact the school switchboard and a member of our team will be able to pass on any urgent messages to students.
- As air pods connect to mobile phones these are also not allowed to be used whilst a student is on school site. If a young person is seen with air pods these will also be confiscated and the arrangements for them to be returned is the same as mobile phones.
- These guidelines have a positive impact on the school environment. We would appreciate your support in reinforcing our message at home.
- Thank you in advance for your support.

Equipment



School Uniform

DO WEAR		DON'T WEAR	
A navy blazer with the school badge on the top pocket		The blazer with the sleeves rolled up	
A navy school badged skirt from PSU/Monkhouses, length 20 inches min <i>Code 3596 Banner or Charleston/Henley</i>	×	A very short or tight skirt with splits in the seams Any skirt that is not a school badged skirt	
Black tailored trousers worn to the waist. <i>Code 3832 Banner</i>	×	Hipsters, jean-style, frayed, clingy, Lycra, decorated or casual trousers Yoga/jersey material	
A blue school style shirt for KS3. A white school style shirt for KS4. Buttoned to the neck and tucked in. Short, ¾ sleeve or long.	×	<ul style="list-style-type: none"> • An open necked shirt • A visible tee-shirt • An exposed midriff 	
Plain black/flesh coloured tights. Plain black or white ankle socks.	×	Patterned tights, coloured/patterned socks, trainer socks. Socks and tights	
All Black shoes suitable for school. (Leather/Leather look)	×	<ul style="list-style-type: none"> • Canvas/suede • "Slipper-style" shoes or shoes with the backs crushed so that they slip on and off • High-heeled/Stiletto • Ugg Boot style • Trainer/pumps/sports style shoes 	
School clip on tie – (House Colours)	×	Non –clip on tie	

ALLOWED		NOT ALLOWED	
✓	A plain, narrow (2.5cm or less), black belt with a buckle	×	Coloured belts, belts with embellishments, or wide belts. No scarves
✓	A navy V neck jumper with school badge, or plain V necked navy jumper.	×	Anything in sweatshirt style material, anything with a hood, zips or buttons, cardigans, not even under your blazer or on the way to and from school. No crew neck
✓	Subtle, unobtrusive makeup. Natural hair colours only	×	<ul style="list-style-type: none"> • extreme styles including tramlines • nail varnish • false nails
✓	One small pair of stud earrings.	×	<ul style="list-style-type: none"> • Large hoop earrings • Stretchers • Diamante earrings • Facial piercings of any description • Rings, beads, bracelets, strings etc. • Necklaces, chokers
✓	Plain coat en route to school	×	<ul style="list-style-type: none"> • Coats inside classrooms.

Poynton High School
School Shoe Examples
Black Leather or Leather look



Poynton High School
Unsuitable School Shoes
No Canvas or Fabric
No Boots/High Tops



School Uniform - PE Kit

School uniform can be purchased from the following stockists:

F R Monkhouse - The Shopping Centre, Cheadle Hulme 0161 488 3410 www.monkhouse.com
Ann Taylor - P.S.U. of Poynton Ltd. – 01625 876 885

PSU Opening Times - Tues night 7pm to 8:30pm
Term-time only, open summer holidays by arrangement.

Order online at www.phs.uniform4you.co.uk
Password – Yewtree1

PE Kit List:

Compulsory

Sports Tee Shirt
Shorts or Skort
Socks
Multisport Top (Boys)

Optional

¼ zip top
Leggings with PHS logo
Training Pants

Extra Info

-Trainers (not pumps)
-Studded footwear is required for Football and Rugby lessons
-We recommend gum shields for Rugby
-If your child wear glasses, it is recommended that they wear prescription 'sports glasses' for PE lessons

Compulsory



Optional





First Aid/Medication

In an emergency we have first aid trained staff. On the odd occasions when your child might need medication during the school day please contact the First Aid Lead as there is a medication form which must be completed.

If your child has an inhaler or epipen it is their responsibility to carry it in their school bag.

Students can not carry any other medication unless agreed via a formal care plan. This includes over the counter medication such as paracetamol in their school bag or on their person.

If you have any medical concerns regarding your child or additional information for their individual care plan please contact the First Aid Lead.

Attendance

- Regular attendance at school is, of course, essential. In cases of unavoidable absence, we ask that parents keep us well informed as to the reason for a child's absence, particularly if it is likely to be prolonged or carried over from one week to the next.
- The procedure for advising absence is as follows:
- **Where a student is unable to attend school due to illness or other sudden reason, parents should telephone the school Absence line 01625 871811 or e-mail absence@poyntonhigh.org.uk between 8.00am and 8.30am on the first day of absence, and on any days of further absence.** The parents of students who are absent and for whom we have not received an explanation will be contacted to confirm the reason for the absence within 24 hours. Our target is for all students to have an attendance of above 97%.
- We have two attendance officers who will support excellent attendance by supporting families and young people this may include phone calls, home visits, meetings in school, attendance support plans.
- Further information can be found at <https://www.poyntonhigh.org.uk/parents/attendance-absence>
- **Requests for Exceptional Circumstances Leave within the school term.**
- In line with DfE policy, the school's position is that leave of absence in term time will only be authorised in exceptional circumstances such as attendance at family weddings (immediate family), funerals, educational examinations or participation in religious observance and only then if attendance is over 95%. Availability of cheap holidays and overlap with the beginning or end of a term **will not** be accepted as exceptional circumstances.
- • If school external examinations are missed, students will not be able to take them at a later date. Please note that the full cost of the exams missed will be invoiced to the parents/guardians.
- • Sixth Form students who receive the 16-19 Bursary will lose part of their payment for the period when holiday is taken.
- • Students are responsible for making sure they complete work missed through absence.
- • Parents should be aware that periods of unauthorised absence may lead to a fixed penalty notice being issued by the Educational Welfare Service.
- *All holidays and exam dates are available on the school website*



Poynton High School Attendance Framework

	<u>Descriptor</u>	<u>Attendance</u>	<u>Actual Attendance</u>	<u>Whole Days Absent</u>	<u>Learning Hours Lost</u>
<u>Celebrate and Sustain.</u> The student has high attendance which will have a positive impact on their achievement and allows them the opportunity to be fully involved in school life.	Excellent	100%	190	0	0
	Excellent	99%	188	2	10
	Very Good	98%	186	4	20
	Very Good	97%	184	6	30
	Good	96%	182	8	40
<u>Stage 1 – Form Tutor Engagement.</u> Attendance has fallen below the school target of 96% their attendance will be monitored form tutors who will speak to them to offer any support needed.	Improvement needed	95%	181	8	45
		94%	179	11	55
		93%	177	13	65
<u>Stage 2- Year Team Engagement.</u> The student is at risk of being a persistent absentee if their attendance falls below 90%. The Year team will be working with students to discuss reasons for absence and offer any support needed.	At risk of persistent absence action needed.	92%	175	15	75
		91%	173	17	85
<u>Stage 3 – Attendance Support Plan.</u> Students are now classed as a persistent absentee. Their attendance is having a negative impact on their progress. Where appropriate an attendance support plan will be agreed to support improvements in attendance. The support plan will be monitored for a minimum of four weeks.	Cause for Concern	90%	171	19	95
		89%	169	21	105
		88%	167	23	115
		87%	165	25	125
		86%	163	27	135
<u>Stage 4 - Attendance Contract.</u> At this point students and a parent/carer will be invited to a meeting and a formal attendance improvement contract will be put in place.	Serious Cause for Concern	85%	162	28	140
		84%	160	30	150
		83%	158	32	160
		82%	156	34	170
		81%	154	36	180
<u>Stage 5 – Where necessary referral to Local Authority Attendance Team</u> If there is no improvement following the attendance contract school will inform you are a referral to the Local Authority Attendance they will continue to monitor attendance and absence.	Severely absent – extreme cause for concern	80% and below	152	38	190

Regular attendance and good punctuality are crucial factors in students achieving their full potential. Poynton High are committed to providing a full and efficient education to all, and encouraging our students to strive for excellence. We work in partnership with parents and carers and so are seeking your full support in ensuring that your young person attends school every day and on time. We are always pleased to work together with parents/carers in resolving any difficulties, but we are also committed to improving attendance levels. The target attendance figure this year for all students is a minimum of 97% attendance.

Attendance grouping information

- **Attendance Milestones:**
- **95% Attendance:** This is considered excellent attendance. Students with this level of commitment are often referred to as "heroes" for their dedication. Here Everyday Ready and Ontime
- **94% Attendance:** While still good, this places students in the "1% club." It's a commendable effort and with commitment to be in school moving forward they will be a "hero"
- **90–94% Attendance – *Cause for Concern*:** Your young person is at risk of falling behind. At this level, their learning is already being impacted. It's crucial that they avoid any further absences so we can help close any gaps.
- **Below 90% – *Persistent Absenteeism*:** If your young person's attendance falls below 90%, they are classed by the DfE as a **Persistent Absentee**. This can trigger further support and monitoring, as students in this category are more likely to fall behind in their learning and struggle to catch up. The Local Authority Attendance Team may become involved which can result in further action.

Poynton High School Educate – Challenge – Empower Charter

- We are pro-active in making the positive changes needed for a world where everyone is treated fairly and equally.
- We are KIND and acknowledge that ‘banter’ can be dangerous and harmful to others, it cannot be used as an excuse.
- We recognise that peer on peer abuse takes a wide range of forms, ranging from sexist name-calling to physical abuse and have a zero-tolerance of this.
- We openly challenge harmful language, stereotypes and actions (that show prejudice based on gender, sexuality, disability, race, ethnicity and background.)
- We offer opportunities to talk about how we feel and actively encourage each other to support positive mental health.
- We support each other to make improvements and recognise that failure is part of the path to success.
- We LISTEN to each other and are mindful that everyone faces their own challenges and insecurities. We strive to understand each other.
- We allow and encourage others to do their best, and look out for each other so that this can happen never putting barriers in their way. We have high aspirations for ourselves and each other.
- We are honest.
- We support each other to stay safe in all of our interactions, including online. We look for opportunities to make others feel safe and boost their confidence.



Bringing us together to make sure that EVERYONE is valued and works to promote an inclusive school community.



Restaurant arrangements/Free School Meals

Opening times

- 8.20am -8.40am
- 11.10-11.30am
- 1.35 -2.15pm
- Please ensure your child's account has sufficient funds to purchase food and drink. In an emergency situation students are allowed to go up to £3 overdrawn which would be enough money to cover a main meal.
- If a student is overdrawn but still requires lunch they will be sign posted to their Welfare Leader.

Free School Meals

- We are aware that some of our families have experienced changes which have impacted on their financial circumstances. You can claim free school meals for each child who attends school in Cheshire East if you receive one of these benefits:
- Income Support
- Universal Credit
- Income based Jobseeker's Allowance
- Income related Employment Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- The guaranteed element of State Pension Credit
- Child Tax Credit - as long as you have a yearly household income of less than £16,190 (as assessed by HM Revenue and Customs) and do not get Working Tax Credit
- Working Tax Credit run-on (paid for 4 weeks after you stop qualifying for Working Tax Credit)
- You can apply by telephoning 0300 123 5012 or online at http://www.cheshireeast.gov.uk/schools/free_school_meals.aspx

- If your child receives free school meals the money is put into their account automatically and they can spend it in the usual way. Through accessing free school meals your young person would in turn be eligible for support with resources in school (such as revision guides etc, where we would normally ask for parental contributions) through our Pupil Premium fund.



Managing Lunch Accounts Via My Child at School (MCAS) App

- From September 2025, all lunch accounts will no longer be managed through ParentPay. Instead, they will be accessed via the **My Child at School (MCAS)** app.
- All current credits and debts on your young person's lunch account will be transferred automatically to MCAS, so there is no need for any immediate action on your part.
- Later in August when the transfer has been completed we will be in contact with further information on how to load money onto your MCAS app.
- Advantages of managing your child's lunch account via the dinner money feature on the My Child At School app (MCAS) include:
 - Convenient Account Management
 - Instant Top-Ups
 - Spending Transparency
 - Low Balance Alerts
 - One App for Everything

Financial Support

The UK government is providing a further £742 million for the Household Support Fund, extending it from April 1, 2025, to March 31, 2026. This funding, allocated to county and unitary authorities, will support vulnerable households with essential costs like food, energy, and water bills. Each council will have its own application process and eligibility criteria, so it's best to check your local council's website for details.

Key aspects of the Household Support Fund in 2025-2026:

Funding: The government has allocated £742 million to councils in England for this round of the Household Support Fund.

Duration: The funding covers the period from April 1, 2025, to March 31, 2026.

Purpose: The fund aims to help vulnerable households with essential costs, including food, energy, and water bills.

Local Variations: Each council will administer the fund and determine its own eligibility criteria and application process. Please see below for Cheshire East.

Potential Support: Some councils may offer support with wider essentials, advice services, and preventative measures.

Reporting: Councils are required to report on their use of the fund to the Department for Work and Pensions (DWP).

How to find out more and apply:

Check your local council's website: Each council will have specific information about the fund, including eligibility, application procedures, and deadlines. ([For Cheshire East](#)) ([For Stockport](#))

For further information regarding Pupil Premium support and advice please refer to our [website](#)



Home Learning/Google Classroom

All home learning will continue to be set on Google Classroom.

Time spent on Home Learning

The time spent on home learning takes into account the age of the students and the demands of the Key Stages.

In Key Stage 3, home learning should take a student between 20 and 30 minutes per task. The teacher may set one longer home learning task over a longer period that adds up to the specified time. At Key Stage 4, it should take between 30 minutes and an hour for each piece of home learning. MFL may set more frequent, shorter home learning tasks.

At Key Stage 5, home learning will be set every lesson and students should be doing as much work outside lessons as they do inside lessons

Google Classroom

All students have a login to Google Classroom and they will be allocated to their new classes for September over the summer. They will also have access to a Year page which has information about extra curricular activities, wellbeing support, revision techniques etc. The student bulletin is also shared on this page.



Bromcom/Website

Bromcom is our Management Information System. If your child is joining Year 7 you will receive information on setting up the parent/carer portal.

MyChildAtSchool is an online portal that enables parents to view their child's performance at school in real time via any modern web browser (e.g. Edge, Firefox, Chrome, Safari etc.) and an app (for android or ios) which offers the same features.

Link to further information:

Anytime access to Attendance, Behaviour, Assessment and student reports, letters or important documents. Student timetables alongside the school calendar. Exam Timetables and results pages mean schools can keep parents fully informed electronically.

Our website has lots of information about key events and term dates.

www.poyntonhigh.org.uk



Access to school site.

As part of our ongoing commitment to safeguarding our students and enhancing the security of our school site, we are making a number of improvements over the summer holidays. One key development will be the installation of new perimeter fencing around the school grounds.

This work includes the construction of a new fence at the front of the school, adjacent to the restaurant. As a result, from the start of the new academic year in September, parents will no longer be able to drive up to the main reception area.

Instead, we will be creating three new visitor parking spaces in the main school car park. We kindly ask that parents and students make the short walk from the car park to the reception area as needed. This change is designed to reduce traffic near the main entrance and further support the safety and wellbeing of all students on site.

We understand this may represent a change in routine for some families, which is why we wanted to share this information in advance of the summer break. We understand there may be circumstances which means access to reception via the car is essential please contact reception who will be happy to help. (01625 871811)

We kindly remind parents not to drive onto school site to drop their young person off or pick up from school. We have a lot of vehicles movement on the site with the school buses and therefore it is not safe to then have parents/carers driving on to site. Our advice would be to drop your young person off on one of the roads nearby and they walk the short distance to school.

General Information

Your Contact Details

As a school we communicate with parents by e-mail and for safeguarding purposes we need to hold two emergency telephone contacts for each student.

If any of your details change please e-mail data@poyntonhigh.org.uk

Policies

All school policies can be found at: <https://www.poyntonhigh.org.uk/aboutus/school-policies>

All Trust policies can be found at: <https://www.truelearning.org.uk/page/?title=Trust+Policies&pid=21>

If you require a paper copy please contact school on 01625 871811

Term Dates

Term dates can be found at: <https://www.poyntonhigh.org.uk/parents/term-dates>

Student Support

Information to support your young person can be found at:
<https://www.poyntonhigh.org.uk/parents/student-support>

or e-mail studentsupport@poyntonhigh.org.uk