

St Ursula's Convent School

Year 6 – 7 Transition
Handbook 2024-25



*insitme
together*



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Message from an Ursuline Sister

Dear Parents/Carers

My name is Sister Alice, and I am an Ursuline sister and have been based in Warsaw in Poland in an Ursuline convent.

I am very familiar with St. Ursula's school and with Ursuline's education. As a school with an Ursuline tradition, your daughters will become familiar with two saints: St. Ursula, the patron of the school and of Ursuline sisters worldwide, and St. Angela, who began the Ursulines in northern Italy in 1535.

Although St. Angela did not found any schools, her writings and ideas formed the bedrock of an educational tradition that now operates in schools all over the world. So, you now belong to something truly international.

St. Angela wrote about the need to love and support each other, to treat each other with respect and for those in charge of younger sisters, to encourage them, support them, and try to understand them. These ideas we have successfully taken into our education of young people in Ursuline schools.

St Ursula probably lived in the fourth century and died for her faith. Jesus was at the centre of her life. She became an inspiration for St. Angela for whom Jesus was also the centre of her life.

Your new school badge, the Serviam badge, has a simple Christian cross in the centre, to remind us that Jesus should also be at the centre of our lives and our school. That badge is worn by students all over the world.

So, your school motto is now '**Serviam**' or '**I will serve**' and you will learn more about this in your journey through school.

St. Angela often used the Italian word 'Insieme' which means 'together'. Her point was that in supporting each other we will not only find ourselves, but the God who created us and loves us. It's a beautiful idea.

My prayer for you is *that God will bless your journey through St. Ursula's; that your teachers will inspire you and that you will make good friends. Friends are a very special gift from God. May you also be happy and fulfilled.*

God bless you,

Sr. Alice Montgomery OS

Ethos and Values

St Ursula's Convent School is a Christ-centred community guided by Gospel values and rooted in the spirit of St Angela. The school endeavours to live our motto "Serviam" by valuing each member of our community, setting high expectations for behaviour as a prerequisite for learning.

We recognise that the best way to encourage good behavioural standards is through a clear code of conduct reinforced by a balanced combination of rewards and sanctions held within a positive, caring atmosphere. We believe that students need to behave in a professional way in order to learn. We have a virtues-led school culture, which uses proactive, consistent systems to remove all barriers to learning so that all students reach their potential. Promoting positive behaviour is the responsibility of all members of the school community. Our children have the right to protection, regardless of age, gender, race, culture or disability. They have a right to be safe and feel safe in our school.

St Ursula's ethos is "Insieme", which means "togetherness". We respond to the needs of each individual student by developing the whole personality and fostering qualities of mind, body and spirit, feeling and imagination, in a supportive Catholic atmosphere. We do this through fostering the core Ursuline virtues of:

- Serviam
- Respect
- Kindness
- Generosity
- Perseverance
- Gratitude

Our aims

St Ursula's aims to help students:



- To develop lively, enquiring minds, and the skills and abilities necessary to ensure success and the highest personal academic achievement.
- To develop an understanding and appreciation for their religious faith and the spiritual and moral dimensions of their lives.
- To learn to demonstrate Gospel, Ursuline and British values through their actions and contributions to school life with a focus on our Ursuline virtues.
- To learn to respond to the needs of others; to respect other races, cultures and religions.
- To celebrate and enjoy experiences of friendship, success, happiness and shared endeavour.
- To create an environment where 'Every Child Matters'.

Serviam and the UEC

As an Ursuline School, we are part of a global network of schools with an Ursuline tradition and charism.

Our motto is “Serviam” – To serve.

We have many activities planned each term for students to fulfil their commitment to Serviam and do good deeds for others.

Students keep a Serviam log of all the acts of service they have performed through the year.



Student-led charity bake sale for St Angela's feast day

Student Profile Overview



"Act, move, believe, strive, hope, cry out to him with all your heart for without doubt you will see marvellous things."

Some examples of our charity fundraising include:

- Creating gifts for the 999 Club in Deptford
- Collections for local food banks
- Responding to emergency appeals
- Annual sponsored walk
- St Angela's charities day events



The Spiritual Life of St Ursula's

As an Ursuline school, everything we do is characterised by St Angela Merici's lifelong commitment to loving Jesus Christ. Inspired by her example and supported by her prayers, we carry on her legacy by learning, sharing and growing together in the love of Christ.

Prayer

Prayer underpins everything we do. There are many ways to pray, and no one way is better than another. At St Ursula's you will find many opportunities to pray with your year group or form group during collective worship, small group prayer or private prayer.

Sacrament of Reconciliation

During Advent and Lent, all students and staff are given the opportunity to receive the Sacrament of Reconciliation.

Weekly Mass

Mass takes place every Friday morning at 8.00 in Our Ladye Star of the Sea church. This mass is an opportunity to pray for any members of our school community.

Feast Days and Holy Days of Obligation

All members of the school community attend mass on our Feast Days and Holy Days of Obligation during term time.

Retreats

All year groups have a retreat day. Some are in school, facilitated by outside providers, whilst others are off-site. Opportunities for day and residential retreats are very important for our student to experience various styles of prayer that are relevant for their age group. This experience enables them to develop their own spirituality and unique way of relating to God.



Year 7 Student Retreat to Aylesford Priory



Ursuline Links

St Ursula's as an Ursuline School has strong links to the worldwide network of Ursuline Schools. We regularly link with other local and international Ursuline schools, sharing our faith, learning and experiences.

Our Traditions

Every new student and new member of staff in St Ursula's takes the school pledge. This is a very proud moment for our entire school community.

**I hope to be a person
Who will serve,
Who will pray,
Who will act,
Who will be open ,
Who has courage,
Who is enterprising.**

**I am aware that God is near me at all times.
I want to use my talents to make a difference,
I want to reach out to those in need,
I want to do what is truly right,
I want to challenge wrong and fight for justice,
I want to serve God, my neighbour and my school.
I am an Ursuline,
Today, tomorrow, always.**



We also begin each lesson with the school prayer:

**O my God,
We offer you this lesson
for your greater honour and glory.
Holy Guardian Angels, watch over us.
St Ursula, pray for us.
Amen**

Life in St Ursula's

Secondary school life is quite different from that at primary school. You now have a range of subjects to explore throughout each day, and you will need to move from one classroom to the next. In order to know which class to go to, you will be given a timetable like the one below:

	1	2	3	4	5	REG
1Mon	Mathematic Mrs L A Heffernan G2	Rel Educat Miss S Sadler S4	Physical E Ms E Wright-McCall SH1	Physical E Ms E Wright-McCall SH1	Spanish Ms C Hughes F6	Registration Mr H Emuze S6
1Tue	Food Tech Ms S Ofori FT1	Food Tech Ms S Ofori FT1	Mathematic Mrs L A Heffernan G2	English Ms S M Wright M5	Science Mr P Colgrave F11	Registration Mr H Emuze S6
1Wed	History Miss S Sattar U6	Rel Educat Miss S Sadler S4	Science Mr P Colgrave F11	Mathematic Mrs L A Heffernan G2	English Ms S M Wright M5	Registration Mr H Emuze S6
1Thu	English Miss L L Dias M7	Mathematic Mrs L A Heffernan G2	Art Mr J Williams AR1	Art Mr J Williams AR1	Music Mrs S Meere U4	Registration Mr H Emuze S6
1Fri	Geography Mr L Barton L5	Science Mr P Colgrave F11	Computer Science Ms G Fell L3	History Miss S Sattar U6	English Miss L L Dias M7	Registration Mr H Emuze S6

The School Day

The school day is divided into five lessons known as periods (P1, P2 etc.). The school gate opens at 8.15 each morning. Students are expected to be on site by 8.40 ready for their Period 1 lesson.

Time	Period	Length
8.15	Gate opens	
8.40	Period 1	60 minutes
9.40	Period 2	60 minutes
10.40	Break time	20 minutes
11.00	Period 3	60 minutes
12.00	Period 4	60 minutes
13.00	Lunch time	50 minutes
13.50	Period 5	60 minutes
14.50	Form time registration & Collective worship	20 minutes
15.10	End of school day	

Enrichment Activities

At St Ursula's Convent School we recognise that classroom-based learning is just one part of the education process. In striving to develop the potential of individuals to the full, we offer an extensive range of extra-curricular activities which both complement and increase learning opportunities for all students who wish to participate, whatever their age or ability.

In Year 7, we encourage all students to sign up to at least one extra-curricular activity.

Here is a sample of some of the activities we have on offer, and we are always looking for students to come forward with new ideas:

- Orchestra
- Choir
- Band
- Cheerleading
- Netball club
- Athletics club
- Jack Petchy Speak-Out Competitions
- Debating club
- Creative writing club
- Anime club
- Science club
- Environment club
- Drama productions
- GCSE Astronomy
- The Brilliant Club
- Student Council



Uniform in St Ursula's

Our uniform is an integral part of the day-to-day culture of St Ursula's, and we expect it to be worn with pride by all students. The uniform acts and both a unifying element and a point of recognition, whilst removing from parents and carers the financial burden of providing non-uniform clothes.

The following items must be worn:

- **Navy school blazer** : This must have the embossed school logo on it and must be worn at all times, unless the Headteacher permits otherwise e.g. during hot weather.
- **Navy pleated school skirt or school trousers** : The skirt is a distinctive school style, and no other variant is acceptable during the five years students are in St Ursula's. The skirt must be below the knee and above the ankle. Trousers must be plain navy St Ursula's uniform tailored trousers. No jeans, skinny fit trousers or leggings are permitted.
- **Red plain V-necked jumper with designated coloured stripe** : This should be worn every day.
YR11 – Gold / YR10 – Lilac / YR9 – Blue / YR8 – Red / YR7 Green
- **Blouse** : White reversed collar blouse. Jumpers and t-shirts should not be worn under the blouse. The school blouse must be tucked into the skirt or trousers, and is not to be regarded as an overblouse.
- **Navy blue or black tights or knee high socks** : Socks must be worn to the knee.
- **Black shoes** : Shoes should support the whole foot. Shoes which do not firmly grip the upper part of the foot are not suitable. Boots or ankle boots must not be worn, including Kicker boots. The heel should be flat, no higher than 3cm. Shoes must be plain black. Embellishments such as bows are not allowed, and toes should not be pointed. Black trainers, sling back shoes, ankle strap shoes, fabric or sandal type shoes or sliders are not acceptable.
- **Plain navy or black coat** : This should be worn in cold or wet weather. No logos should be visible. Denim / leather jackets, track suit tops, fleeces / hoodies, body warmers / gilets are not allowed.
- **Winter gloves and scarves** : These should be plain black or navy blue without any logos.
- **School bag** : This must be black or navy, strong and made of sturdy material. The bag must be free-standing, closed at the top and capable of holding books 40cm x 30cm. Shaped rucksacks in black or navy are acceptable but should not carry the makers branding logo. Handbags are not acceptable schoolbags.
- **Hats** : These are not permitted in school unless advised by the Headteacher with regards to adverse weather or school trips.

PE Kit

- St Ursula's joggers
- St Ursula's PE leggings
- St Ursula's PE jumper
- St Ursula's polo shirt
- St Ursula's socks – navy blue that cover the ankle
- A pair of predominantly white, navy or black sports trainers. Leisure shoes, canvas shoes and plimsoles are not allowed.

Students may wear a watch, a small crucifix under the blouse and one small set of plain gold or silver studs in the lower ear lobe; Nose studs or any other form of body piercings are forbidden. Retainers for piercings are not permitted. No other jewellery is allowed.

All make-up, including make-up accessories, are banned. Nail varnish and false / acrylic nails are banned. Nail extensions represent a Health and Safety risk in a number of practical lessons and are not allowed. False eyelashes / eyelash extensions are not permitted.

Hairbands / headbands / hair clips must be navy blue or black. Hair embellishments and beads are not permitted.

Hairstyles and hair colour including braids should be a natural hair colouring. Extreme hair colouring e.g. bright red, pink, blue etc. is not allowed Dip dyeing and half hair dyeing is not permitted. Hair should not be worn over the face or eyes. Undercuts are not permitted. The definition of extreme lies with the school.

All students are expected to wear the correct uniform and to wear it well. The school uniform is kept as simple and inexpensive as possible. IF there are any special temporary difficulties, please let your child's Pastoral and Wellbeing Lead know.

All items of uniform should be clearly marked with your child's name.

School outfitters

Bailwood Fashion Ltd - <https://www.bailwood.co.uk>

246 Lewisham High St, London SE13 6JU (Tel: 020 8852 8727)

Khalsa schoolwear - www.khalsaschoolwear.co.uk

388-390 Bethnal Grn Rd, London E2 0AH (Tel:

Lucilla Ltd - www.lucillaschoolwear.co.uk

School House, 180a Cranbrook Road, Ilford, IG1 4LX (Tel: 020 8554 5133)

School resources and equipment

Students will need the following equipment before starting school in September:

All subjects	<ul style="list-style-type: none">• Blue or black ink or ballpoint pens for handwriting• Green and purple ink or ballpoint pens for self-correction and directed improvement time• Whiteboard markers x 2• Writing pencils• Ruler• Rubber• Glue stick
RE	<ul style="list-style-type: none">• Good News Bible – these will be provided free of charge by The Gideons in your child’s first term at St Ursula’s.
English	<ul style="list-style-type: none">• Pocket dictionary
Maths	<ul style="list-style-type: none">• Calculator – CASIO FX83GT• Geometry set
Art	<ul style="list-style-type: none">• Resources pack - purchased from the school for £1.50

ParentPay Cashless System

St Ursula’s operates a cashless system for the payment of all things in school, from school trips, equipment, the school water bottle, meals etc.

This is supported by our online payment system, ParentPay. Please use the address below to access ParentPay:

www.parentpay.com

The benefits of using ParentPay include:

- A simple to use web interface
- An ability to view payment history
- A reduced risk of students losing cash

Further information on how to set up your ParentPay account will follow in due course.

School Meals


The school canteen is a hub where students get together to eat and socialise. We have an international menu that gives a range of healthy and exciting options. The canteen is open at both break and lunchtime.


We use a cashless card system in the canteen for meal payment. This is supported by our online payment system called ParentPay.

Sample Menu:

Week 1

Summer Menu



	Mon	Tue	Wed	Thu	Fri
		MASALA MOMENTS	SOUTH AMERICAN CARNIVAL		FISH & CHIP SHOP
 <p>From £2.30 MAINS <i>Fresh Flavours</i></p>	<p>Kung Pao Chilli Pork Stir Fry with Peppers (G,So,Mu,Ce)</p> <p>Noodles (E,G)</p> <p>Garlic and Chilli Roasted Greens</p> <p>Kung Pao Quorn Chilli Stir Fry with Pepper (G,So,Mu,E,Ce)</p> <p>Noodles (E,G)</p> <p>Garlic and Chilli Roasted Greens</p>	<p>Keralan Chicken Curry</p> <p>Spicy Indian Rice Mango Chutney</p> <p>West Indian Spiced Tofu and Aubergine Curry (G,So,Mk)</p> <p>Spicy Indian Rice Mango Chutney</p> <p>Extras Onion Bhaji (G) Vegetable Samosa (G) £0.75</p>	<p>Pulled pork Tinga Tortilla with Sour Cream (G,Su,Mu,Mk,E) Pepper, Lime and Spring Onion Rice Collard Greens</p> <p>Feijoada Brazilian Black Bean Stew (Su) Pepper, Lime and Spring Onion Rice Collard Greens</p> <p>Extras Cajun Corn on the Cob (Mu) £0.75</p>	<p>Classic Italian Slow Cooked Beef Lasagne (G,Mk,E) Served with Chef's Seasonal Salad Garlic Bread (G,Mk,So)</p> <p>Mediterranean Roasted Vegetable Lasagne (G,Mk,E) Served with Chef's Seasonal Salad Garlic Bread (G,Mk,So)</p>	<p>Battered Fish Fillet (G,F) Oven Baked Chips</p> <p>Margherita Pizza (G,Mk) Oven Baked Chips</p> <p>Garden Peas Baked Bean Chunky Tartare Sauce (Su,E) Lemon</p> <p>Extras Buttered Rolls (G,Se,Mk), Pickled Gherkins (Su) £0.50</p>

From £2.30

GLOBAL EATS

MONDAY
Jumbo Hot Dog with BBQ Sauce and Sweet Potato Crisps (G,Su,Se,Mu)

TUESDAY
Love Joes - Bombay Burrito with Indian Chicken (G,Mu,Mk,E)

WEDNESDAY
Veg Curry, Rice, strip Naan Bread (So,G)

THURSDAY
Pulled BBQ Pork, Pitta & salad (G)

FRIDAY
Flamin Fish Burger (G,So,Se,F,E)

From £2.20

PASTA BAR

SERVED EVERYDAY

Freshly Cooked Pasta

Daily menus include;

Slow Cooked Beef Bolognese (G)
Tomato and Basil (G)
or
Mac 'n' Cheese (G,Mk)

Extras
Home baked Garlic Bread (G,So,Mk)
Cheese (Mk)
£0.50

From £1.00

DESSERT

MONDAY
Apple Crumble with Custard (G,Mk)

TUESDAY
Spotted Dick Pudding with Vanilla Custard (G,So,Mk,E)

WEDNESDAY
Cornflake Tart (G,Mk,E)

THURSDAY
Jam and Coconut Sponge with Custard (G,Mk,E)

FRIDAY
Carrot Cake (G,E,Mk)

deliciously good food.
At the heart of everything we do is our love of good, fresh and healthy food, prepared by a team who cares!


every week!

Look out for our

★ Theme Bars ★

JACKET POTATOES

WITH ALL THE BEST TOPPINGS!



SALAD BAR

Fresh every day packed with tasty choices!

MEAL DEAL

Check out what's on offer today!
Available for Free School Meals

ALLERGENS

we're allergy aware!

Ce = Celery	Mb = Molluscs
Cr = Crustacean	Mu = Mustard
E = Eggs	N = Nuts
F = Fish	P = Peanuts
G = Cereals containing Gluten	Se = Sesame Seeds
L = Lupin	So = Soya
Mk = Milk	Su = Sulphur Dioxide

Speak to one of our chefs if you have any allergies.

FOSTUR Parents' Association

The Friends of St Ursula's Convent School "FOSTUR" has been created to foster links between school and home. We hope to encourage a feeling of community amongst the parents and carers through our social events whilst at the same time raising funds for the benefit of students who attend the school. All parents and carers of St Ursula's Convent School students are automatic members of FOSTUR.

So what happens at FOSTUR?

We hope to encourage a feeling of 'community' amongst the parents and carers through its social events whilst at the same time raising funds for the benefit of the girls who attend the school.

How can I put myself forward?

All parents and carers of St Ursula's Convent School pupils are automatic members of FOSTUR. Send us an email to fosturatse10@gmail.com or come to our next meeting. (To be announce on the school's newsletter)

What roles can new members stand for?

Anything you can think off! We always welcome parents that can spare anytime to help FOSTUR. This may be by volunteering in school's events or by helping with new ideas behind the scenes.

FO ST UR

FRIENDS OF ST URSULA'S

Should I still come to the meeting even if I don't know how to help?

Yes! We welcome any parent to come along to our meetings. We need as many people as possible.

What FOSTUR can do for us?

Being part of FOSTUR is an important part of your daughter's school life and a great opportunity to meet new parents. As your daughter will make new friends so will you!

How can I be in touch?

Email us at fosturatse10@gmail.com

And come and join us on Facebook



Thank you for your support. It is very much appreciated by the students of St Ursula's.

Emotional Wellbeing and Mental Health Vision Statement

As an Ursuline school, we are committed to promoting positive social and emotional wellbeing, mental health and resilience for students, staff, and everyone in our community. We acknowledge that this task must be shared by everyone – governors, staff, students, parents and visitors in a spirit of openness and mutual support.

All members of our community will endeavour to create an environment that is stimulating, secure, and provides opportunities for all to group in knowledge, strength and love.

At times, all of us feel worried and afraid. There are many people and organisations who are here to help you.

If you need to talk to someone about your feelings or anything that is worrying you while at school, you can talk to any of our Designated Safeguarding Leads or ANY teacher at any time.

Your SLT link, Pastoral and Wellbeing Leader, and subject teachers are always there to help.

Please remember that you are not alone. There are many people who understand and are here to help you.



A Final Note



“Act, move, believe, strive, hope, cry out to him with all your heart for without doubt you will see marvellous things.”

St Angela Merici

