



Middle School

# Handbook for Parents

2016 - 2017

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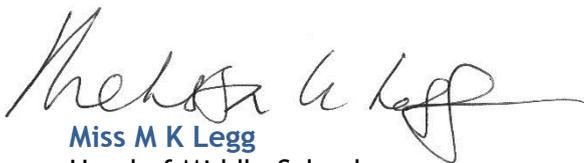
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## Welcome

Dear Parents

I hope that you will continue to have a long and happy association with Gayhurst and that this Handbook will give helpful information and provide useful advice for you and your child during this period of transition. There are always many questions to ask and, of course, not all can be answered here, so please do not hesitate to contact us with any queries or concerns you may have.

We look forward to welcoming you to the Middle School, whether you are new to Gayhurst or not, we hope you will keep closely in touch with us; the better we know you the more we shall be able to communicate constructively about your child's development.

A handwritten signature in black ink, appearing to read 'Miss M K Legg', written over a light blue horizontal line.

**Miss M K Legg**  
Head of Middle School

## School Office

Telephone : 01753 882690  
Email : schooloffice@gayhurstschool.co.uk

## Online

Website : [gayhurstschool.co.uk](http://gayhurstschool.co.uk)  
Facebook : [/gayhurstschool](https://www.facebook.com/gayhurstschool)  
Twitter : [@GayhurstSchool](https://twitter.com/GayhurstSchool)

## **GPA Welcome**

1st July 2016

Dear Parents,

Welcome to Gayhurst. I would like to take this opportunity to introduce myself as Chair of the Gayhurst Parents Association (GPA).

The GPA acts not only as a channel for fundraising ideas and activities but also provides opportunities for social interaction between parents and is a valuable parent contact with the Headmaster and staff.

With this in mind the GPA can only continue its work with the help of volunteers and I will be delighted to hear from anyone who would like to become involved in any forthcoming events or to act as a class representative.

There are lots of exciting events taking place over the course of the academic year and these are listed in the calendar on the website and in the hard copy diary that you will receive from school. I will also send out information via Clarion Call and the newsletter as each event approaches.

The GPA is also keen to help you settle into school life at Gayhurst. Attached to this letter is a list of parents who would be happy to help by answering any questions you have, however large or small, in the coming weeks and months. Many of them have moved from other areas, as well as internationally, in addition to those who have joined the school at various stages of school life.

Please do not hesitate to contact either myself or any of the parents listed and I look forward to meeting you.

Best Wishes,

Debbie Hofmeyr

**GPA Chair**

debbiehofmeyr@yahoo.co.uk

## Absence

The safety and security of children is vital, so if your child is going to be absent we do need to know. Please telephone the School Office between 8.15am and 8.40am (01753 882690). The school is bound by regulations concerning registers and we need to record any unauthorised absences. **Please send a note or complete the absence form**, downloadable from the Gayhurst website, to explain your child's absence on their return. The Health Protection Agency guidelines **recommend that a child remains at home for 48 hours after sickness or diarrhoea.**

**Do please try to ensure that your child is not away from school during term time except in the case of illness or for the sort of specialist appointments which cannot be made during the holidays.** For such appointments, a letter informing the school should be written. Days off school should only be arranged for visits to a child's proposed senior school or for special family occasions. Please contact the Headmaster if there are exceptional circumstances concerning absence in order to **receive permission.**

## Addresses

It is essential that we are able to contact the parents/guardians of each child at any time during the day. Please ensure we have the correct address, e mail address and telephone numbers for you and also keep us informed of any subsequent changes or of any relevant contact addresses if you go away during term-time.

## Arrival and Departure

You are requested to use the car park at the front of the school for dropping off in the morning unless your child is attending Breakfast Club in which case you may drop off at the rear of the School.

The day for the members of staff on duty begins at 8.00am, so **please do not bring children to school before that time unless attending Breakfast Club.** The children should enter the school from the blue double doors where a member of staff will be located and then proceed to the dining room where another member of staff will be waiting to receive any children arriving between 8.00am and 8.20am. A bell will be sounded and the children will then go directly to their form rooms for registration. Assembly begins at 8.45am, **any child who is late (after registration or morning assembly) should always report to the School Office on arrival, so that we know they are on site. Children should be in their form rooms by 8.30am.**

Unless otherwise stated in the Calendar or communicated to the parents, the school day finishes at 4.00pm for Years 3 and 4. Year 3 children should be collected from the **rear of the school, Year 4 children from the double blue doors at the front of the School.**

There are extra-curricular activities and supervised prep for Years 3 and 4 starting at 4.15pm and these finish at **5.15pm.** Snack after school is available to children who are staying for clubs/prep and children will be available for picking up **at the double blue front doors** where a member of

staff will be on duty to see them off site. Please telephone the office if you are unexpectedly delayed. If you arrange for someone else to collect your child you should provide written permission for this to occur. All children should arrive at school each morning and leave at the end of the **day wearing full school uniform** including their school blazer, unless otherwise instructed.

## Behaviour and Discipline

At Gayhurst we attach great importance to the behaviour of the children, with emphasis on kindness, honesty, responsibility, service and courtesy. In Years 3 & 4, pupils are expected to abide by the Gayhurst Code of Conduct (see below). These are discussed at the start of each year and a copy of each can be found in front of your child's prep diary and displayed in the classrooms.

## Breakfast Club

Breakfast Club will continue from September 2016. There is a £4 charge for this facility (added to the School bill at the end of term) and must be booked in advance.

Pupils in Years 3 to 8 may attend Breakfast Club from 7.25am until 7.55am. They must arrive between 7.25am and 7.30am and be dropped off at the back of the School so that they can make their way directly to the Dining Hall where they will have supervised breakfast until the "early drop off" children begin to arrive.

## Bullying

A policy for everyone against bullying

**It is important for everyone in the school to feel that they are safe and happy.** No one should feel afraid to take action by seeking help if they are unhappy or notice someone else who is upset. **Everyone needs to take positive steps** to make sure that Gayhurst is a happy and trusting school where **bullies - of any sort - are not tolerated.**

Physical bullying is easy to spot but other forms of bullying are just as hurtful and probably just as dangerous in undermining confidence and causing unhappiness. No one likes a bully although some may appear to, simply because they are afraid of him or her. As a child once wrote "Although children often bully in groups the leader is often the only active bully and the rest have been pressurised into joining in or they will be bullied themselves. This is the 'if you can't beat them join them' way." **The followers of the leader don't realise that if they left the leader he would be the weakest of them all."**

It is up to **everyone** in the school to make sure that bullying is not tolerated. This requires courage, sticking up for your friends and telling the truth. To tell on a bully is for the good of everyone - the victim, the bully and the whole school community. Not telling is making the situation worse for everyone.

## Who do I turn to for help?

If you feel you are being bullied then the really important thing to do is tell someone. The situation will not get worse, it will get better and you will feel happier once it has been dealt with.

Here is a list of people who can help and a suggestion of places at school where you can find a listening ear:

### Who?

A Year 8 Class Representative  
Any member of staff  
Your Form Teacher  
The Headmaster  
Deputy Head  
Miss Legg  
Mr Kearns  
Mrs Harper

### Where?

Anywhere around the school  
Staff Room/Class room  
Class room/Staff Room (school office will contact)  
In his Study  
In their office /Class room /Staff Room  
In her Class room/Staff Room  
In the Sports Office/Staff Room  
In the School Office

## Code of Conduct

### Around the school

1. Always stay within school bounds
2. Listen and react to what your teachers say
3. Walk (don't run) around the school
4. Make sure that our uniform is always neat and tidy
5. Keep money, toys, sweets and drinks at home (unless your teacher tells you otherwise)

### In the classroom

6. Have the correct equipment with you
7. Arrive promptly, settle down quickly and concentrate on your work
8. Raise your hand if you want to speak
9. Allow other children to work without distraction
10. Stand when an adult enters a classroom

### Behaviour to others

11. Show good manners
12. Be kind to other pupils, especially younger children
13. Treat others as you would like to be treated
14. Bad language is never appropriate
15. Personal property should only be touched by its owner

**Golden Rule: Use common sense, think of others and, if in doubt, ask a teacher.**

House points are given to encourage good habits.

Discipline is maintained throughout the school by positive reinforcement; a system of reward and praise for good work and behaviour.

## Calendar

A printed calendar of events for each term is sent home at the beginning of term. The calendar can also be viewed on the school website. Parents are, of course, specifically invited to certain school events. **Please note that there is always an early finish on the last day of each term.**

## Classroom Equipment

Items of classroom equipment that are required are as follows. Please ensure that **every item** of school equipment **is clearly marked with your child's name.**

As with all equipment, **every item** should be **named** as far as practicable: particularly the pen and pencil case.

### For both Year 3 & Year 4

Year 3 Form Teachers will provide Year 3 children with the appropriate equipment relating to pencil case items as such, however, in order to be able to operate effectively within the classroom, each Year 4 child must have, as a minimum of equipment, the following items which must be clearly named:

- A **blue** ink Berol handwriting pen/rollerball pen (not a biro or fountain pen)
- 2 ordinary leaded pencils
- An eraser and pencil sharpener
- A 30cm ruler
- A simple set of geometrical instruments including an 180° protractor
- Compass set with small pencil
- A set of coloured pencils
- A soft pencil case, not metal
- **Glue and scissors**
- Expandable A4 file with sections
- In-ear headphones

## Concerns and Enquiries

If you have any concerns or enquiries regarding your child's education or pastoral care please telephone the School Office who will direct your enquiry to the appropriate member of staff.

## General Examples

- The first 'port of call' should be your child's **Form Teacher** or if you have an academic enquiry you should contact **subject specific teachers** (you will find this out at the front of your child's prep diary).
- If you have an enquiry related to sports then the appropriate member of staff would be **Mr S Kearns**.
- If you have an enquiry related to extra-curricular activities then any questions should be directed to the **School Office**.

- If you believe your enquiry or concern should be brought to the attention of the Head of Middle School, **Miss M Legg** should be contacted.
- Finally, concerns of a **serious nature** that you believe cannot be dealt with by any of the above staff should be brought to the **Deputy Head** or the **Headmaster's** attention.

### Exams/Tests

The pupils in Year 3 complete annual assessments relating to English, Maths and Science. The pupils in Year 4 sit school exams each summer term, in the core subjects. All children from Years 4 to 8 take Cognitive Ability Tests each year which assess aptitude in Verbal Reasoning, Non-Verbal Reasoning and Quantitative and Spatial Ability. There are also assessment tests that take place at the end of topics or half termly.

### Extra-curricular Activities

Gayhurst offers a range of activities after school to suit all ages, abilities, tastes and talents and children are able to experience a wide variety of hobbies.

There is an extra-curricular programme available to pupils in Years 3 and 4 - age specific. An activities list is distributed each term and pupils make their choices, with parental consent. **It is recommended that initially, Years 3 and 4 keep these to a minimum.**

### Food

Children are allowed to bring in a snack (**ensure nut free please**), no sweets, from home for morning break. They have a choice of meals at lunchtime - either hot food or a varied salad bar. The children sit in age appropriate tables and the dining room is run in a cafeteria style with a member of staff on duty at this time. **The kitchen should be informed of any allergies.**

Please note your child does not require a water-bottle as the children have access to water throughout the day.

### Forms

Names of Forms relate to year groups and are the same as those used in the National Curriculum. There are four forms in Year 3 and three in Year 4 currently. Each year group are identified by an initial of their form teacher. All forms are of mixed ability but the children are set for English and Maths from Year 4 onwards.

## Gradings and reports

Attainment grades are awarded at various times throughout the year.

- Autumn                      Half Term and End of Term
- Summer Term              End of Term

These attainment grades are accompanied by a written report in the autumn and summer terms. The pupils receive a grade for academic subjects.

Achievement is represented on the following scale:

|    |   |           |
|----|---|-----------|
| A  | : | 86%+      |
| AB | : | 81% - 85% |
| BA | : | 76% - 80% |
| B  | : | 65% - 75% |
| BC | : | 60% - 64% |
| CB | : | 55% - 60% |
| C  | : | 45% - 54% |
| CD | : | 40% - 44% |
| DC | : | 35% - 39% |
| D  | : | 25% - 34% |
| E  | : | <25%      |

These bands are broken down as appropriate into + or - at the discretion of the subject teacher. There are no ++ grades and no - grades.

In the set subjects of English and Mathematics the grades are commensurate with the achievement of children **within that particular set and not the year group.**

## Headmaster's Commendations

These are awarded to pupils in Year 3 and above for exceptional pieces of individual work, for outstanding effort or for work of a very high standard sustained over a period of time. Staff will inform the Headmaster and/or the Director of Studies and the Headmaster will present the child with a certificate in assembly if they receive three or more at one time.

## Houses

All children at Gayhurst are allocated to a House. There are four Houses:

Campbell ( Blue)

Gibbs (Green)

Stafford (Red)

Taylor (Yellow)

Sims ( Navy Blue) **This is only relevant to Junior School children at this time.**

Siblings are always allocated to the same house. The PE polo shirts collars and cuffs have related colours.

The House system has various sporting and academic competitions throughout the year, such as House Times Table Tests as well as the collation of House Points. A House cup is presented to the winners at the end of term Prize Giving. There is a Year 8 Leader for each House and staff also have affiliations.

### Learning Support

There are always a few children in the school who will require some extra help with learning. Regular departmental meetings, assessment and screening of all pupils alerts staff to any learning difficulties. If extra support is needed, your child's teacher, the Head of Middle School or the Head of Learning Support will contact you. A member of our Learning Support staff will provide extra individual tuition.

### Library

The computer software scheme for issuing and cataloguing books used by pupils operates on the basis of fingerprints. These are initially scanned into the computer, however the image is not retained; instead a number is created which is then recognised each time the thumb is scanned in future. This system eliminates the need for library cards.

If you have any objections to your child having their thumbprint scanned in order to use the school library, please contact the Head of English who will organise for a card to be issued.

### Lost Property

Missing items of property should be reported to the School Office or the Games staff directly. There is also a **lost property box located outside the Gibbs Hall** and this is the first place for your child to look for lost items of clothing. **All parents are reminded that it is inappropriate for parents/guardians to enter the changing room facilities.** If an item has been missing for a few days then a notice can be read out in assembly.

### Matches

All Middle School parents with children chosen for Under 8s and Under 9s teams will receive notification via Clarion Call. All selected teams are published on the school notice boards at least one day prior to the match and match fixtures appear in the school calendar. Year 3 matches usually take place on a Thursday afternoon and Year 4 on a Tuesday afternoon (occasionally tournaments will also be held and these may occur on any day of the week).

**We expect high standards of behaviour at Gayhurst and in particular from our representative teams. We expect pupils to be courteous to visiting teams and to supporters and that they behave in an appropriate manner at all times.**

After a home match, post-match tea is provided for supporters and for the visiting team. All children are expected to wear full Gayhurst uniform during tea and **are required to stay until the visiting team has departed unless a written request from Parents for permission to leave early.**

School minibuses or coaches are used to transport pupils to and from 'away' fixtures. Seatbelts are, of course, worn at all times.

In the event of match cancellation, all schools aim to let each other know by 12noon. If a match is cancelled you will be informed via text or look on the Gayhurst website. If you are unable to change your plans, to collect your child at a time other than that anticipated, they will, of course, be supervised until the stated time of the event ending. Your support at matches is very much appreciated by the games staff and, of course, by the children themselves. **At pick-up from away matches all pupils must say goodbye to the teacher in charge of their team.**

### Medicines

We will **only** administer medicines prescribed by a Doctor during school hours. This should be sent in to **the office**, with clear instructions on dosage filled in on our Medication form or by letter. However, if your child is unwell they are much better off at home. Not only because they may infect others if they are at school, but also because **they will not do their best if they are not fit**. If your child has been unwell during the night or has a high temperature, we would prefer that you do not bring them in to school the following day. The **Health Protection Agency** guidelines recommend that a child **remains at home for 48** hours after **sickness or diarrhoea**.

You will have already received a Medical form. It is important that this is returned to the school office so that children who have long-term medical conditions, such as asthma, diabetes and allergies can be monitored and the correct medication administered.

### Money

No money should be brought into school except in special circumstances.

### Music

Pupils are taught music in class throughout their time at Gayhurst. Class lessons incorporate a wide range of musical activities, including classroom percussion, appreciation, composition and singing. A large number of children have individual music lessons and are prepared for examinations, as appropriate. Parents who wish their child to play an instrument, or have any enquiries about music lessons, should contact the Director of Music, Miss Jennifer Carr. Fees for music lessons are charged in advance, if a child wishes to stop individual music tuition, **half a term's notice is required**. There are a large number of extra-curricular vocal and instrumental ensembles in which pupils are encouraged to participate. There are numerous occasions during the school year when children will be selected to perform in concerts, age appropriate or otherwise.

### Newsletters

A newsletter is produced regularly which is available to download from the website. It is intended to be a showcase of the events that take place and offer a fuller picture of School life at Gayhurst.

### Open Mornings

Gayhurst holds open mornings at regular intervals during the year. Your child may be asked by a member of staff to attend a specific event on this morning. **If, for some reason, your child is unable to attend an activity for which they have been chosen to represent the school, a letter must be directed to the Deputy Head.**

In the summer term there is an Open Morning aimed at both our current parents as well as prospective families. It is a chance for all to have an insight in to what our children are doing during their time at Gayhurst, see the classrooms, facilities and speak to the staff.

## Drama

There is an opportunity for all children to perform within the expressive arts arena.

## Policies

If you wish to see any of the school policies please look on the school website or contact the school office.

## Prep and Prep Diaries

Years 3 and 4 is the time when children will be faced with more opportunities to develop their levels of independence. With this in mind, there is an increase in the expectations of Prep. The children have always brought reading books home and will continue to do so and parents are asked to listen to their child read as often as possible, preferably once a day. Vocabulary for French, and English may be set. Considerable effort has gone into the design of the prep timetable for the Middle School pupils in order that there is a sense of progression.

All pupils in Year 3 and above receive a school Prep Diary at the start of each academic year in which they are required to keep a record of their work. We feel that it is very important for you to monitor their work at home and the length of time it takes, so we ask that at least once a week you sign the Prep Diary. Please ensure you have acknowledged any note from the staff by initialling it, staff should also acknowledge any note from home in the same way. In this book, your child will have a record of their weekly timetable and Prep timetable.

Daily prep can either be completed at home or in a period of supervised prep at school. **May I take this opportunity to remind you that this is not “assisted”.**

### An example of a Prep timetable for a Year 3 child

| Monday       | Tuesday | Wednesday            | Thursday | Friday             |
|--------------|---------|----------------------|----------|--------------------|
| Reading      |         | English<br>(Written) |          | Maths<br>(Written) |
| French Vocab |         |                      |          |                    |

### An example of a Prep timetable for a Year 4 child

In Year 4 there is, naturally an increase in the time allocation and amount of work set. The children complete two preps a night as well as home reading and spellings.

| Monday | Tuesday | Wednesday | Thursday | Friday  |
|--------|---------|-----------|----------|---------|
| Maths  |         | Science   |          | Maths   |
|        | French  | English   |          | English |

As can be seen, the intention is to graduate the amount of prep that is completed during the Year 3 to Year 4 transition. As a guide, each subject should be set for a period of 20 minutes.

### **Reports and Parents' Meetings**

All Parents will have an opportunity to meet the staff who teach their child during an informal evening near the beginning of the autumn term. This has proved to be an invaluable time for staff and parents to 'put names to faces' and is called 'Meet the Teachers'.

Year 3 and 4 parents will be invited to an appointment with their child's Form Teacher in the autumn term to be informed of their general progress and how they have settled since beginning the Middle School.

There are also formal parent's evenings for parents of children in Year 3-8 in the spring term when you will have the opportunity to speak to the staff who teach your child.

Written reports are produced at the end of the autumn and summer terms.

### **Structure of the School Day**

7.25 - 7.55 Breakfast Club in the dining room, children brought to rear of school  
 8.00 - 8.20 Dining Hall supervision

### **Drop off times**

Nursery - Year 2 As now  
 Years 3 - 8 8.00 - 8.30

8.40/8.45 - 9.00 Senior Assembly Years 3 - 8 (Attendance of MS/SS varies according to day)  
 9.00 - 10.00 Lesson 1  
 10.00 - 11.00 Lesson 2  
 11.00 - 11.20 Break time  
 11.20 - 12.00 Lesson 3  
 12.00 - 12.40 Lesson 4

### **Lunchtimes**

11.45 - 12.30 Junior School (maximum 144) [Currently 154]  
 12.40 - 13.00 Middle School (maximum 128)  
 13.10 - 13.30 Senior School (maximum 128)

13.35 - 14.25 Lesson 5 (Year group Form period on match days)  
 14.25 - 15.10 Lesson 6  
 15.10 - 15.15 Home time preparation  
 15.15 - 16.00 Lesson 7 (Years 3+4)  
 15.15 - 16.10 Lesson 7 (Year 5)  
 15.15 - 16.20 Lesson 7 (Years 6 - 8)

### Pick-Up

|                       |       |
|-----------------------|-------|
| Nursery pick up       | 15.00 |
| Years R and 1 pick up | 15.15 |
| Year 2 pick up        | 15.30 |
| Years 3 and 4 pick up | 16.00 |
| Year 5 pick up        | 16.10 |
| Years 6 - 8 pick up   | 16.25 |

### Other important aspects of the day

|                                |               |
|--------------------------------|---------------|
| Nursery ASC until              | 16.15         |
| ASC until                      | 17.15         |
| Years R and 1 and 2 activities | 15.30 - 16.15 |
| Years 3 and 4 activities       | 16.15 - 17.15 |
| Years 3 and 4 Prep club        | 16.15 - 17.15 |
| Years 5 and 6 activities       | 16.30 - 17.30 |
| Prep Years 5 and 6 only        | 16.15 - 17.30 |
| School closes                  | 17.45         |

\*Short afternoon break: children to collect bags etc. to take to last lesson negating the need for them to return to their form room at the end of the day.

\*Afternoon snack/drink for children staying on after school: Years 3 and 4, 4.00 - 4.15; Years 5 - 8 available from 4.15.

### **School Office**

The school office is open from 8.15am until 5.15pm daily. It is located at the right hand side of the school. There are signs to direct visitors and there is an entry phone system.

Outside school hours, an answer phone service operates. Notification of absences from school can be left on the answer phone before 8.15am and will be picked up as soon as the Office re-opens.

### **Toys**

Please do not allow children to bring toys into school unless they are specifically asked to do so.

## Uniform List

### Year 3 Uniform

(Main school uniform available from The School Shop unless otherwise stated\*)

#### Girls

School pinafore or skirt  
 Blue long or short sleeved reefer collar blouse  
 Navy School jumper or cardigan with logo  
 Knee length navy socks or navy tights  
 Navy PE cover pants  
 Standard black shoes with black laces or Velcro  
 (No patent leather) (\*generally available)

School blazer with logo  
 Navy coat  
 Navy cagoule  
 Navy paint smock  
 Plain coloured wellingtons  
 Navy hooded sweatshirt with logo (\*available  
 from Hawkinsport)  
 Navy joggers with logo (\*available from  
 Hawkinsport)  
 School rucksack (\*available from the GPA Second  
 Hand Uniform Shop  
 Named pencil case containing basic equipment of  
 HB pencils, coloured pencils, sharpener, eraser  
 and a 30cm ruler  
 Navy School logo cap (Summer term only)

#### Optional

School dress (Summer term - Oct half term)  
 Religious headwear - dark blue (\*generally  
 available)  
 Gayhurst School scarf  
 Plain navy blue hat  
 Plain navy blue gloves

#### Boys

Grey long trousers  
 Blue short or long sleeved shirt  
 School jumper  
 Grey ankle socks with School trim  
 Grey shorts (optional)  
 Standard black shoe with black laces or  
 Velcro  
 School tie

School blazer with logo  
 Navy coat  
 Navy cagoule  
 Navy paint smock  
 Plain coloured wellingtons  
 Navy hooded sweatshirt with logo (\*available  
 from Hawkinsport)  
 Navy joggers with logo (\*available from  
 Hawkinsport)  
 School rucksack (\*available from the GPA  
 Second Hand Uniform Shop  
 Named pencil case containing basic  
 equipment of HB pencils, coloured pencils,  
 sharpener, eraser and a 30cm ruler  
 Navy School logo cap (Summer term only)

Religious headwear - dark blue (\*generally  
 available)  
 Gayhurst School scarf  
 Plain navy blue hat  
 Plain navy blue gloves

Sports Kit - All year

Girls

School sports skort  
 School short sleeved sports top  
 Navy blue PE shorts  
 White House polo shirt with House coloured trim  
  
 White, plain, ankle sports socks  
 White trainers (not ankle type)  
 School blue sports socks  
 Navy blue swimming costume  
 Large cotton PE bag (\*available from the GPA  
 Second Hand Uniform Shop)  
 School swimming hat (\*available from the School  
 office)  
 Swimming goggles (\*generally available)  
 Towel - any colour (\*generally available)  
 Shinguards (\*generally available)  
 Navy blue thermal top (can be worn under the  
 sports top in very cold weather)

Navy blue running tights

Boys

Football boot with moulded studs  
 Ruby shirt  
 2 x Navy blue PE shorts  
 White House polo shirt with House coloured  
 trim  
 White, plain, ankle sports socks  
 White trainers (not ankle type)  
 School football socks  
 Navy blue swim shorts  
 Large cotton PE bag (\*available from the GPA  
 Second Hand Uniform Shop)  
 School swimming hat (\*available from the  
 School office)  
 Swimming goggles (\*generally available)  
 Towel - any colour (\*generally available)  
 Shinguards (\*generally available)  
 Navy blue thermal top (can be worn under  
 the sports top in very cold weather)

### Senior Girls Uniform (Year 4 onwards)

(Main school uniform available from The School Shop unless otherwise stated\*)

#### Senior Girls

#### Main School Uniform (available from The School Shop unless stated otherwise\*)

- School skirt (Year 3 may continue to wear their pinafores)
- Blue long or short sleeved reefer collar blouse
- Navy School jumper or cardigan with logo
- Knee length navy socks or navy tights
- Standard black shoes with black laces or Velcro (No patent leather. Pumps allowed in year 7 & 8)  
(\*generally available)
- Navy blazer with logo
- School rucksack (\*available from the GPA Second Hand Uniform Shop)

#### Optional

- School dress (Summer term only)
- Religious headwear - dark blue (\*generally available)
- Navy coat
- Gayhurst School scarf
- Plain navy blue hat
- Plain navy blue gloves
- Navy School logo cap (Summer term only)

Sports Kit - All year

- School sports skort
- Navy School fleece
- Navy blue Senior School tracksuit
- School short sleeved sports top
- 2 x Navy blue PE shorts
- White House polo shirt with House coloured trim
- White, plain, ankle sports socks
- 2 x White trainers (for outdoor and indoor use, **not ankle type**)
- School blue sports socks
- Navy blue swimming costume
- Large cotton PE bag (\*available from the GPA Second Hand Uniform Shop)
- School swimming hat (\*available from the School office)
- Swimming goggles (\*generally available)
- Towel - any colour (\*generally available)
- Gayhurst weather-proof jacket (\*available from [hawkinsport.co.uk](http://hawkinsport.co.uk))
- Mouthguard (we recommend professionally fitted ones) (\*generally available)
- Shinguards (\*generally available)
- Navy blue thermal top (can be worn under the sports top in very cold weather)

Optional

Football boots - with moulded rubber studs - or kite-marked screw-in studs. **No metal blades please** (\*generally available)  
Navy blue cap with School logo  
Boot bag (\*generally available)  
Navy blue running tights

## Senior Boys Uniform (Year 4 onwards)

(Main school uniform available from The School Shop unless otherwise stated\*)

### Senior Boys

#### Main School Uniform (available from The School Shop unless stated otherwise\*)

- Grey long trousers - mid grey (not cargo style trousers with side pockets)
- Blue shirt - long or short sleeved
- School tie
- School jumper - mid grey with Gayhurst colours
- Grey ankle socks with School trim
- Standard black shoes with black laces or Velcro (not ridged or moccasin type) (\*generally available)
- Navy blazer with logo
- School rucksack (\*available from the GPA Second Hand Uniform Shop)

### Optional

- Religious headwear - dark blue (\*generally available)
- Navy coat
- Gayhurst School scarf
- Plain navy blue hat
- Plain navy blue gloves
- Navy School logo cap (Summer term only)

#### Sports Kit - All year

- Navy School fleece
- Navy blue Senior School tracksuit
- 2 x Navy blue PE shorts
- White House polo shirt with House coloured trim
- White, plain, ankle sports socks
- 2 x White trainers (for outdoor and indoor use, not ankle type)
- Navy blue swimming shorts (to wear under PE and games kit as well as swimming lessons)
- Large cotton PE bag (\*available from the GPA Second Hand Uniform Shop)
- School sports bag (\*available from the GPA Second Hand Uniform Shop)
- School swimming hat (\*available from the School office)
- Swimming goggles (\*generally available)
- Towel - any colour (\*generally available)
- Gayhurst weather-proof jacket (\*available from hawkinsport.co.uk)

Sports Kit - Autumn & Spring Term

- School rugby shirt
- Navy blue football shorts
- Navy blue thermal top - to be worn under the rugby shirt in very cold weather
- School football socks
- Football boots - with moulded rubber studs - or kite-marked screw-in studs. No metal blades please
- Boot bag (\*generally available)
- Shinguards (\*generally available)
- Mouthguard (we recommend professionally fitted ones) (\*generally available)

**Optional**

- Rugby head guard (\*generally available)
- Sticky mitts (\*generally available)

Sports Kit Summer Term

- Cricket shirt
- Plain white/cream cricket jersey
- Cricket trousers
- Personal protector [box] (\*generally available)

**Optional**

- Navy blue cap with School logo
- Cricket bag - must not exceed 25h 35w 65l (\*generally available)

## Uniform Suppliers

### The School Shop

17 The Highway  
Station Road  
Beaconsfield  
Bucks  
HP9 1QQ

### Hawkinsports

10A Industrial Estate  
Wessex Road  
Bourne End  
Bucks  
SL8 5DT

[www.theschoolshoponline.com](http://www.theschoolshoponline.com)  
[sales@theschoolshoponline.com](mailto:sales@theschoolshoponline.com)  
01494 677710

[www.hawkinsport.co.uk](http://www.hawkinsport.co.uk)  
[sales@hawkinsport.co.uk](mailto:sales@hawkinsport.co.uk)  
01628 819242

The Gayhurst Parents' Association run a shop for second hand uniform. They also sell new School bags and PE bags. The shop is situated at Gayhurst and further details about opening times are available by telephoning the School office.

### Uniform Rules

**Every article of clothing and equipment, including shoes, boots and underwear, must be clearly named (see labelling sheet).**

Tracksuits and PE clothing should be named on the **outside**.

Blazers, tracksuits and towels should have a 8 cm. cotton loop for hanging.

For travelling to and from School, all School outings and **when attending School functions, School uniform must be worn** (unless informed otherwise).

Boys should have short, tidy hair.

If girls hair is longer than shoulder-length it must be tied back in a neat and tidy fashion using the school hair accessories.

Jewellery is not allowed to be worn for health and safety reasons. The only bracelets that may be worn are those carrying **medical information** or for **religious reasons**. Permission from the Headmaster will need to be obtained in these circumstances.

### **Website**

The Gayhurst website contains a wealth of information about the School, including details of all term dates, staff lists, information on Governors, calendar events and sports fixtures.

### **Parent Portal**

This area contains information for Parents of pupil data, reports, grades etc.

### **Intranet**

This area is for use by the children and staff and is set up by subject Departmental Heads and Junior School. The information may include long term over-views, links to places of interest and sites for visits, reading lists and other curriculum support documents.