

Welcome to Borden Grammar School



Year 7 2025

Parent/Guardian Welcome Booklet

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Welcome to Borden Grammar School!

We are so pleased that your son will be starting at Borden Grammar School in September 2025, we can not wait to welcome you all to our school community and support you all as you take this exciting next step to Secondary school.

My name is Miss Irinoeye and myself and the Y7 Pastoral Team are really looking forward to working with you this school year. We have started to prepare for the arrival of our new starters and hope that this welcome booklet provides you with information to support this transition process at home.

I would also like to invite you to join us for an Information Evening on Wednesday 25th June, you should receive more details about this and how to sign up very soon!

Please do not hesitate to contact us if you do have any questions about transition and school life at Borden over the next coming months.

I hope that your son's time at Borden is enjoyable and I really look forward to working with you all over the next year.





Contact Information

If you have any pastoral concerns, your son's form tutor or Head of Year (Miss Irinoye) should be the first point of contact.

Miss Irinoye can be contacted via sirinoye@bordengrammar.kent.sch.uk

Other Useful Contacts:

- Main Office : school@bordengrammar.kent.sch.uk
- Confidential or Sensitive Issues:
confidential@bordengrammar.kent.sch.uk
- SEN Coordinator: Mrs Zarzycki nzarzycki@bordengrammar.kent.sch.uk

Attendance and Absences

Should your son be unwell and unable to attend school, please report this via arbor before 08:00am.

For any planned absences, such as medical appointments or other family related absences, please email attendance@bordengrammar.kent.sch.uk.

Extended absences will not be authorised unless there are exceptional circumstances, and holidays will never be authorised.

Your son must arrive at school by 8.40am. Registration is at 8.45am and he must be in his form room by this time. If he arrives late to school, he may be logged as late at the gate, or need to sign in at reception. 3 lates in a week will lead to an after school detention.

[The full school policy on absence and lates is available on the school website](#)

The Borden Values and Our Expectations

You will see the Borden Values tree around school and in all classrooms. The six values that all staff and students aspire to were designed by our current pupils and represent the things they felt were most important to us in order to be safe, happy and successful during our time here. These values will be regularly discussed in assemblies and form times and rewards given out where staff can see you clearly demonstrating any of these values.



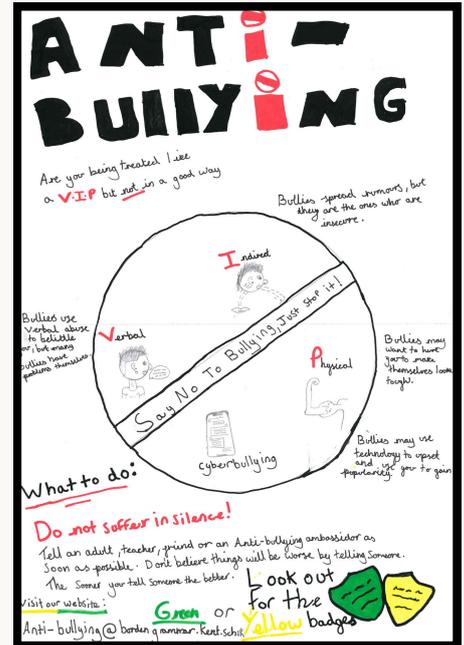


Bullying and Protected Characteristics

We have a total zero tolerance on any kind of bullying or intimidating behaviour. We believe that everyone has the right to feel safe and happy at school and I'm sure you will agree with that! We have anti-bullying ambassadors across the school who work together to promote our anti-bullying message, educate our students and look out for those who may need support.

[You can view our anti-bullying policy here.](#)

It is really important that all members of our school community, parents and guardians included, are aware of our stance on inclusivity. Any student who uses protected characteristics in a negative manner will have an educational conversation to explain why this is not appropriate. Those who continue to do so will be given time in our Reflection space.



Mobile Phones

We follow a strict **On Site, Out of Sight, Off** policy.

This means that pupils should have their mobile phones off at all times whilst on school site. Mobile phones and headphones must also be out of sight in a bag or pocket when students enter the gates in the morning, until they leave the gates in the afternoon.

Smartwatches should never be used as communication devices; the only exception to this is when pupils have been expressly given permission by a teacher to use the device as a learning aid.

Any staff member can confiscate a student's mobile phone, students are expected to comply with any request for mobile phone confiscation. Refusal to hand their phone over will result in further consequences.

Confiscated mobile phones will be taken to reception, stored in a named envelope and can be collected at the end of the school day.

The only exception to this, is if your son has a medical condition whereby his mobile phone is used to monitor levels and control treatment.

If this is the case, please speak with the SENCo, Mrs Zarzycki.





Uniform

Our School Day Uniform is:

- Navy Blazer, single breasted with the school badge on breast pocket
- Grey plain V-Neck Jumper (optional)
- White Shirt - short or long sleeved
- KS3 Borden School Tie
- DarkGrey/Black tailored trousers
- Dark coloured Socks
- Plain black shoes with no logo (not trainer, plimsolls or other canvas shoes)

Our PE Kit is:

- T-shirt with school logo
- Navy Blue Shorts
- Rugby shirt in school colours
- Long Socks (Football and Hockey)
- Shin Pads (Football and Hockey)
- Gum Shield (Rugby and Hockey)
- Studded Boots (Football and Rugby)

General Points

- Jewellery is not permitted - this includes necklaces, rings and piercings
- Hair must be of a natural colour
- Those students with long hair must carry a band to tie it up (and must tie it up when asked to do so)
- Nails must be natural - this includes no nail extensions and no nail polish
- Pupils are not permitted to wear make up
- T-shirts, when worn beneath a shirt, should be white with no visible lettering
- Garments bearing logos of any kind (other than the school logo) are not permitted



**Make sure that all uniform, kit and equipment has been clearly named!
We cannot be held responsible for items of clothing or property lost or damaged**



Equipment

It is important that Year 7 are coming into school each day with the required equipment

Everyday equipment includes:

- A Pencil Case
- 2 or 3 Pencils
- 2 or 3 Pens (Black or Blue Ink)
- 2 or 3 different coloured Pens (Red, Purple or Green)
- A Ruler
- A Sharpener
- An Eraser
- A Casio Scientific Calculator
- A Reading Book



Subject Specific Equipment

- Wired Jack Headphones for Music
- French Pocket Dictionary
- Spanish Pocket Dictionary



Our School Day - “A Day in the life of a Year 7”

Each morning, the school site is open for student access from 08:15 am.

Year 7 can enter via the side gate and wait in the MUGA till the east door is opened at 08:30. Breakfast club is available from 08:15 am till 08:40 am and is free for all students

Year 7 must be in their form room from 08:40 as their form tutor will take the register at 08:45 for registration, followed by form time each morning.

Below you can see an outline of the day:

They will have 5 sixty-minute lessons each day

KS3 Lunch consists of just Years 7, 8 and 9

Registration	08:45 - 08:50
Assembly/Form Time	08:50 - 09:10
Lesson 1	09:10 - 10:10
Lesson 2	10:10 - 11:10
Break	11:10 - 11:30
Lesson 3	11:30 - 12:30
KS3 Lunch	12:30 - 13:15
Lesson 4	13:15 - 14:15
Lesson 5	14:15 - 15:15
Extracurricular Clubs	15:15 till 16:15



We also operate a two week timetable system, below is an example of what a Year 7's timetable could look like:

Week 1	Monday	Tuesday	Wednesday	Thursday	Friday
Form Time	Assembly (Form Competition Update)	Termly Focus	Effective Learning	Wellbeing and Healthy Masculinity	Friday Quiz
Period 1	Geography	Religious Studies	Science	Personal Development	Mathematics
Period 2	English	English	Design Technology	English	Art
Period 3	Science	Music	Geography	History	Spanish
Period 4	History	French	History	Physical Education	Design Technology
Period 5	Mathematics	Physical Education	Mathematics	Information Technology	Science

Week 2	Monday	Tuesday	Wednesday	Thursday	Friday
Form Time	Assembly (Form Competition Update)	Termly Focus	Effective Learning	Wellbeing and Healthy Masculinity	Friday Quiz
Period 1	English	Spanish	Geography	Drama	English
Period 2	Drama	Science	Mathematics	Information Technology	Physical Education
Period 3	Religious Studies	Mathematics	Physical Education	Art	Spanish
Period 4	Music	French	Science	French	Mathematics
Period 5	Mathematics	Personal Development	English (Library Lesson)	English	Science





The Canteen

Students can access the canteen before school for breakfast, during break time and lunchtime.

Our canteen runs a cashless system and so as a parent/guardian you will be able to add money to your son's account, as well as tracking their spending. You should have received information about how to set up this account for September.

The canteen is full of delicious meals and snacks, we also have a Food Pod outside which serves cold food!

Please visit the school website for more information

BUY INDIVIDUAL ITEMS FOR
£1.10 OR LESS

OR

4

BUNDLE ANY
4 ITEMS FOR

£ 3.00

HOT DELI	PRICE	40Z POTS	PRICE
Garlic Bread	£1.10	Selection of Fruit Pots	£1.00
Pizza Melt Bap/Boat	£1.10	Selection of Jelly Pots	£1.00
Cheese On Toast/Bap	£1.10	Selection of Yoghurt Pots	£1.00
Pizza Melt Quesadilla	£1.10	Selection of Seed Pots	£1.00
BBQ Melt Bap	£1.10	Selection of Protein Pots	£1.00
Spinach & Hash Brown	£1.10		
Egg Bite			

COLD DELI	PRICE	HOMEBAKES	PRICE
Rolls: Tuna, Egg Mayo	£1.50	Mini Muffin	£1.00
		Mini Cookie	£1.00
		Mini Shortbread Triangle	£1.00
		Mini Flapjack Triangle	£1.00

GRAB & GO

HOT	PRICE	COLD	PRICE
Breakfast Roll	£1.55	Blue Dot Roll	£1.50
3 Piece Breakfast Pot	£2.10	Deli Sub/Sandwich	£2.20
Breakfast Wrap	£2.85	Wrap	£2.85
Pasta Pots	Med £1.80 Large £2.50	Basic Baguette	£2.50
		Premium Baguette	£2.85
Ciabatta	£3.00	Half Baguette	£1.55
Toastie	£2.20	Cold Pasta Pot - 16oz	£2.50
Panini	£2.65	Naturally Premium Salads	£3.00
Half Panini	£1.55	Protein Pot	£1.00
Hot Bowls	£3.00	Salad Pot	£2.00
Shawarma	£3.00	Jelly/Yoghurt/Fruit Pot	£1.00
Korean Crispy Chicken	£3.00	Piece of Fruit	£0.55
Chicken Fajita Taco Boat	£3.00		
Chicken Wings	£2.30		
Pizza Slice	£1.55		





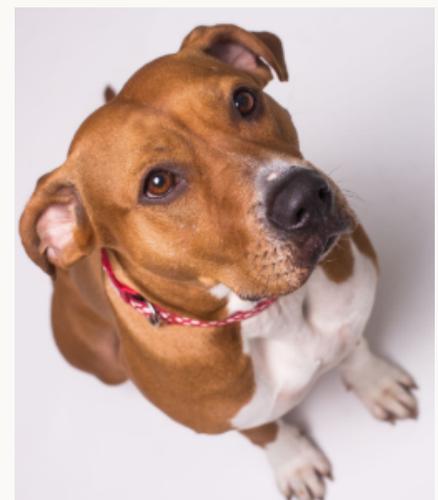
Therapy Dog

Borden is very lucky to have our very own therapy dog, Hazy! She comes into school with Miss Powell 3 times a week.

Therapy dogs have been found to:

- Decrease distress and increase comfort
- Have a positive effect on student's mood and anxiety
- Improve outcomes by improving student wellbeing
- Promote engagement in school (and therefore attendance)

Hazy is here to support all students and can be found in the library during the day school. If you do not wish to interact with Hazy when she is in school, please complete our **opt out Google form**.





Music Lessons

We would like to offer your son the opportunity to participate in instrumental music lessons during the school day at Borden. There are currently a number of visiting tutors who are able to offer tuition in a range of instruments. These tutors teach a number of students each week, meaning lesson times can be put on a rotation, ensuring that students will not miss the same lesson each week for their music tuition.

Tutors are directly paid by parents and lessons may be organised by contacting the relevant tutor listed below. The tutor will then contact Ms Phillips (Head of Performing Arts) to organise the specific timings of the lessons and we will notify your son. It is requested that should a student discontinue music lessons, notice of one term should be given to the tutor. It may be helpful to let the tutor know in advance whether your son is a beginner or has had previous lessons on an instrument as this can help with planning, particularly in the case of shared lessons.

Drum Kit

Matt Jenkins
Mob: 07427 007792
Email: matt@mjdrummer.com

Guitar (Electric, Acoustic, Bass)

Louis Newell
Tel: 07749 532257
Email: pitchperfectmusicschool@hotmail.co.uk

Piano, Clarinet

Sarah Skeens
Tel: 07740 479007
Email: sarah.skeens@yahoo.co.uk

Voice

Catherine Orton
Tel: 07796 953319
Email: catherine@catherineorton.co.uk

Strings (Violin, Viola, Cello)

Kate Coles
Email: katecoles@gmail.com

Piano, Keyboard, Flute, Clarinet, Saxophone

Helen Bridger-Smart
Tel: 07748 661715
Email: helenbs@outlook.com



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Individual Healthcare Plans

As per DFE guidance, we are required to gather all necessary information relating to students' medical needs. This allows us to make all staff aware of any medical requirements or allergies and the best course of action, for your child, in case of an emergency.

If your son has any medical conditions, needs or requirements that we should know about, [please click here](#) or scan the QR code to fill in our individual healthcare plan form and ensure this is returned to us before he starts in September





Useful Information

Home- school communications

As a school we regularly communicate with home via email and through Arbor. Year 7 will receive 3 progress reports (audits) which allow home to see how they are progressing in school.

Here at Borden, we are focused on keeping the home-school relationship strong with open communication.

If you would like to contact the school for any pastoral needs, it is recommended that you contact your son's form tutor or Head of Year as a first point of contact.

If you have any curriculum based questions or queries during the school year, we would recommend that you contact the subject teacher directly via email/arbor.

To view a list of our teaching staff on the school website, please [click here](#)

Parents Evening

As you know, at Secondary school students go from having one or two teachers to up to 14 different teachers. This means that parents evening will run slightly different to what you may be used to.

At Borden we hold a Year 7 parents evening, midway through the school year and this is an opportunity for parents/guardians to meet subject teachers and discuss and reflect on progress made during the academic year.

Closer to the time, the school will contact home and explain the appointment bookings process.

With there being 150 students within a year group, we can not guarantee that when booking appointments you will be able to obtain one with all subject teachers and so would recommend that you prioritise key subjects.

Our staff only have an availability of 30 appointments and some teachers will teach more than one form group!

As students progress through the school, their class sizes do slightly decrease and so in those crucial years it is possible to meet with all teachers.

First Day of Year 7

Year 7 will need to arrive at school from 08:15 with registration beginning at 08:45 on Tuesday 2nd September 2025. This will be their first day of the school year!

Upon arrival, they will enter the school via the side gate where the pastoral team will support them in getting to their form room.

Year 7 will be the only year group in school on this day, they will spend time with their form tutor and form group learning about school life at Borden.

Arbor and Google Classroom

As a school we use Arbor which allows home to track attendance, progress, attainment and behaviour. We are a google school and all students will have a google account and staff will post homework via Google Classroom.

You will receive more information on how to log into Arbor in September, year 7 will be shown during their first few days how to access arbor and google classroom.



NITERE PORRO





Term Dates 2025/26

Term 1 Starts	Monday 1 st September 2025	Staff Development Day 1
	Tuesday 2 nd September 2025	Year 7 Students Start
	Wednesday 3 rd September 2025	Year 8, 9, 10, 11, 12 & 13 Students Start (all students in)
Term 1 Ends	Friday 17 th October 2025	
Term 2 Starts	Monday 27 th October 2025	Staff Development Day 2
	Tuesday 28 th October 2025	Staff Development Day 3
	Wednesday 29 th October 2025	All Students Return
Term 2 Ends	Friday 19 th December 2025	12:30pm Early Finish
Term 3 Starts	Monday 5 th January 2026	
Term 3 Ends	Friday 13 th February 2026	
Term 4 Starts	Monday 23 rd February 2026	
Term 4 Ends	Thursday 2 nd April 2026	2:15pm Early Finish
Term 5 Starts	Monday 20 th April 2026	
Early May Bank Holiday	Monday 4 th May 2026	School Closed
Term 5 Ends	Friday 22 nd May 2026	
Term 6 Starts	Monday 1 st June 2026	
Term 6 Ends	Friday 17 th July 2026	12:30pm Early Finish
	Monday 20 th July 2026	Staff Development Day 4
	Tuesday 21 st July 2026	Staff Development Day 5