



Welcome to

Holy Cross

Catholic High School

"I have come that they may have life and have it to the full" John 10:10



Holy Cross
CATHOLIC HIGH SCHOOL

Transition Guide

Love God, Work Hard, Be Kind

'AN OUTSTANDING CATHOLIC SCHOOL'
ARCHDIOCESAN REPORT

Contents

Transition

Transition Overview	Page 3
Senior Leadership Team	Page 4
Pastoral Support Staff	Page 5 - 6
SEND and Learning Support	Page 7
Literacy Transition Project	Page 8
Key Dates	Page 9

Teaching, Learning and Assessment

Curriculum	Page 10
Assessment	Page 11
Reading at Holy Cross and School Library	Page 12
Bedrock Vocabulary	Page 13
Homework	Page 14
Microsoft Office	Page 15

Personal Development, Behaviour and Welfare

Personal Development	Page 16
Attendance and Punctuality	Page 17 - 18
Behaviour for Learning	Page 19
School Synergy	Page 20
Rewards and Incentives	Page 21
Enrichment Opportunities	Page 22

Practical Information

Home School Communication	Page 23
Uniform Policy	Page 24 - 26
Equipment	Page 26
ParentPay and School Meals	Page 27
Transport	Page 28 - 30
School Term and Holiday Pattern 2025/26	Page 31

Transition

Transition Overview

My name is Miss Lowe and I am the Transition Coordinator at Holy Cross. At Holy Cross we understand that the transition to secondary school can be a big step for both pupils and parents alike.

Therefore, my role is dedicated to making sure that the transition process is as seamless as possible and I aim to ensure that your child will feel confident and at ease about beginning their journey at Holy Cross. To make this possible, I work closely with the Head of Year 7, our Primary Transition Coordinator and teaching staff from across different departments to deliver a wide-ranging and supportive transition programme.

Before they join us in September, every child will have had access to both pastoral and academic transition activities to give them a taste of what life will be like at Holy Cross. All new starters will be invited to an Induction Day so that they are able to meet their form tutor and their tutor group prior to their first day. I liaise closely with primary school Year 6 teachers and Headteachers so that we are able to get to know your child a little better before they join us. This information enables us to tailor the support we offer to each child and it is also used to group children into appropriate tutor groups.

I hope that you find the information in this booklet helpful and reassuring. If you have any questions or concerns regarding the transition process, please do not hesitate to contact me via our school office.

Please email newintake2025@holycross.lancs.sch.uk

We are delighted to welcome you and your child into our school community.

Miss K Lowe
Transition Coordinator



Senior Leadership Team

Mr G Lindley

HEADTEACHER

Mrs T Huddy

DEPUTY HEADTEACHER

Mrs M Hardman

ASSISTANT HEADTEACHER

Mrs S Henderson

ASSISTANT HEADTEACHER

Mrs K Hitchen

ASSISTANT HEADTEACHER

Mr P Morris

ASSISTANT HEADTEACHER

Miss R Wallace

ASSISTANT HEADTEACHER

Mrs S Cooper

BUSINESS MANAGER

Pastoral Support Staff

Mrs L Walmsley SCHOOL CHAPLAIN

I am Linda and I'm the School Chaplain at Holy Cross. It's my job to provide support and opportunities for pupils and staff to live out their faith in their daily lives. That includes providing opportunities for prayer, such as our daily collective worship, celebrations at special moments in the liturgical year and moments of quiet prayer in the Chapel. It also means helping everyone in our school community to help others, in practical ways as well as through prayer, especially through the Faith in Action Award programme. The purpose of Chaplaincy is to support all the children and adults in Holy Cross who form our school community, through encouragement, friendship and prayer. I have an open door and a listening ear for anyone in the school who needs support. We all experience times of anxiety, loneliness, stress or sadness, but these things must shape our lives, not dominate them.



Mrs M Watts SCHOOL COUNSELLOR

I am Morna and I'm the School Counsellor at Holy Cross. I help to support pupils' wellbeing and success throughout their high school journey. Counselling offers a safe, confidential space where pupils can talk about anything that may be affecting their learning, emotions, or relationships. Whether it's managing stress, feeling anxious or struggling with persistent low mood, I am there to listen, guide, and help pupils thrive. I work alongside our pastoral team who ensure pupils feel supported and understood during their time at school, providing specialised support where it is needed.



Pastoral Support Staff

Mrs V McBride

YEAR 7 MANAGER

My name is Mrs McBride. I am the Pastoral Manager for Year 7.

My role is to support the Year 7 pupils and their families in adjusting to education and life in high school. I work closely with the Head of Year 7 and the Attendance Improvement Officer as well as my colleagues in the Pastoral Department.

My role consists of providing pastoral care to pupils who are vulnerable or those who may be struggling with their social, emotional or mental wellbeing, as well as supporting families who may need additional guidance and input from external agencies. I work with Mr Maltman, the Attendance Improvement Officer, to promote the good attendance of pupils so that they are able to achieve to their highest potential. My role also involves the safeguarding of pupils within our school family, and I work closely with our Designated Safeguarding Lead.

The Pastoral Team works closely with parents and families supporting them to help their children succeed. We build positive working relationships by working with integrity and honesty and always putting the pupil at the centre of what we do.



Mrs M Tierney

HEAD OF YEAR 7

My name is Mrs Tierney. I am the Head of Year for Year 7.

A very warm welcome to you all joining Holy Cross and beginning your secondary school journey. As you embark on this exciting new chapter in your life, our school will give you many opportunities to grow, learn and make new friends. Year 7 is a very special time to explore new subjects, join in extra-curricular activities and embrace our Catholic community.

You will grow as an individual, achieve great things and create fantastic memories. You may face some challenges, but myself and Mrs McBride will support you. I am very much looking forward to meeting you all, getting to know you individually and guiding you on your new school journey.



SEND and Learning Support

Welcome to the Learning Support Department

My name is Mrs Dempsey and I am the SENDCO. Mrs Davda is my Assistant SENDCO

Within our department, we have Miss Williams and Mrs King, who are our Intervention Leads, as well as Miss Barrow, Mrs Fairhurst, Mrs Farrell, Mrs Hoyte, Miss McHugh, Mrs Ogden, Mr Parker and Miss White, who are our in-class Teaching Assistants.

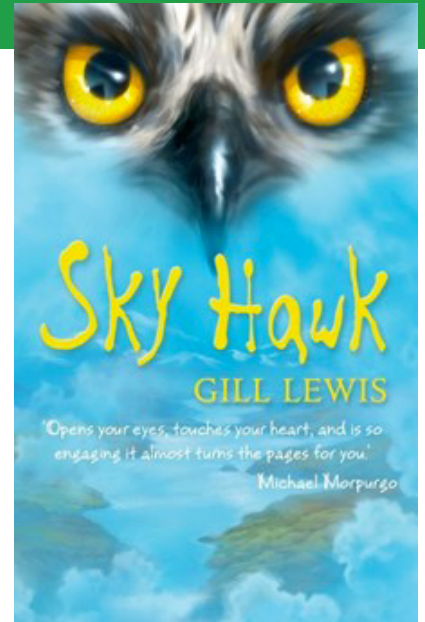
We are based in the Routledge Centre, where we offer a welcoming and friendly base for all our Holy Cross family when they may be in need of additional support.



Literacy Transition Project

In the summer term, the English department at Holy Cross will be providing your child with the novel *Sky Hawk*. Accompanying this will be a short work booklet, a postcard and a competition based on the book. Prior to their arrival in September, we invite your child to enjoy the book and complete the various activities we have provided. In many instances, your child's primary school will support in the delivery of this. In addition, we would ask for your help in encouraging them and engaging with their reading of the book.

When your child joins the school in September, we will begin by revisiting the novel. This is effective in encouraging depth of knowledge, understanding and retention. Therefore, it is imperative that they have read it in its entirety. We are also planning to offer a cross-curricular day for all Year 7 pupils based on themes from the book; this is an event we hope will inspire them to continue reading throughout their time with us and beyond.



Key Dates

New Intake Evening

Tuesday 1 July 2025

Year 7 Induction Day

Wednesday 2 July 2025

Year 7 First Day

Wednesday 3 September 2025

Year 7 Photographs

Thursday 25 September 2025

Year 7 Parents Evening

Spring Term 2026

Teaching, Learning and Assessment

Curriculum

Our Curriculum Intent is:

- Ambitious and challenging
- Broad and Balanced
- Equality for All

At Holy Cross we remain committed to ensuring that every pupil is given the opportunity to flourish across a broad and balanced curriculum. Our curriculum is ambitious and challenging; it allows all pupils to experience a rich and engaging curriculum that will enable them to confidently make independent choices about their future ambitions and make significant contributions to the wider world. At the heart of our curriculum design is a shared commitment to sequence and adapt a programme of study that considers our local context and the individual needs of each pupil. All pupils experience quality first teaching and we expect them to display a thirst for knowledge and a love of learning. We view every child as unique, made in God's own image, and we encourage and support every pupil to become the very best version of themselves. We do this by developing pupils' moral principles, promoting tolerance and becoming advocates for social equality and Christian values.

We operate a two-week, fifty period timetable, with five periods a day of one hour. We have a morning tutor period of twenty minutes. This provides time for each pupil to meet with their form tutor; to gather and join as a group for collective worship; to partake in weekly quizzes, and to ensure that they are ready for the day with the correct equipment and uniform.

The Key Stage 3 curriculum is delivered over three years, which allows pupils to experience a range of subjects before selecting their options during Year 9. In Year 7, the curriculum model is as follows:

YEAR 7	
Subject	No. lessons per fortnight
Carousel	4
English	8
French	4
Humanities	7
Maths	8
Music	2
PE	4

Setting

Key Stage 3

All pupils in Key Stage 3 are grouped by ability for English, Religious Education, Geography, History, Modern Foreign Languages, Music and Physical Education. Pupils are set separately for Mathematics and Science. Pupils will be placed into ability sets from the start of Year 7, based on their Key Stage 2 SAT results and information gathered from transition discussions with the primary school. They will complete Cognitive Ability Tests in September, and we will use this data, along with information from teaching staff, to identify any anomalies, and if any changes need to be made, this will take place by October half-term. Ability groups are further reviewed at the end of each term when we report to parents. Pupils are taught Art, Drama, Food and Nutrition, Computer Science and Product Design as part of the carousel in mixed ability groupings.

Key Stage 4

Pupils are grouped by ability in the core subjects for English, Mathematics, Science and Religious Education. They are taught optional subjects and PE in mixed ability groups.

Assessment

Why is assessment important?

Assessment plays a key role in learning and is an essential part of the education process. At its heart, it is an interaction between the teacher and pupil; a way of acknowledging the pupil's work, identifying what has been learnt and what needs to improve further. Furthermore, it guides and supports the teacher and pupils with the next steps in learning.

How and when will my child be assessed?

Your child will be assessed continually throughout the year, however, the frequency and method of assessment will vary between subjects, depending on the nature of the subject and the number of lessons allocated in the timetable. There are two main forms of assessment: formative and summative. Formative assessment takes place on a day-to-day basis in class. It involves teachers using a variety of methods to diagnose specific areas to improve, and supports pupils in doing so. The majority of our formative assessment will be verbal, in lessons, through deep questioning or low stakes quizzing, with teachers providing pupils with instant, live feedback in response to any misconceptions. Summative assessment provides a judgement about what a pupil has achieved at the end of a period of time, relative to the specific learning aims for that subject.

How will I be informed of the progress of my child?

You will receive three reports during each school year, generally at the end of each term. These reports will highlight the progress of your child in each of their subjects, along with a grade for learning. The summer report will include comments on your child's personal development throughout the year from their form tutor. At each reporting period, we identify the pupils who have made excellent progress and pupils who are a concern and we will inform parents.

There are also Parents'/Carers' Evenings which you can attend, where a more detailed conversation can take place.

What if I have any concerns about the progress of my child?

The most important way of understanding your child's progress is to discuss it with them. It is important to recognise that your child's exercise books and the conversations you have with them and their teachers can provide a far richer understanding of their learning and progress. Should you have any specific concerns, you are always welcome to contact your child's subject teacher, form tutor or Head of Year.

Reading at Holy Cross and School Library

Reading at Holy Cross

At Holy Cross, we believe that reading is fundamental for our pupils' academic and emotional development, thus we actively promote this across school. All tutor rooms have a reading box; Key Stage 3 pupils begin every English lesson with silent reading and we encourage pupils, as part of their English homework, to continue reading at home.

What is Accelerated Reader?

Accelerated Reader is a programme which we use with all pupils in Years 7 to 9. Once a fortnight, pupils are taken to the Library by their English teacher and given a full hour to access our wide range of resources, including thousands of works of fiction, a diverse range of non-fiction texts and multiple specialist magazines. Pupils are encouraged to use this time, alongside 15 minutes per English lesson, to read. Once they have completed a book of their choice, they are able to log on to their Accelerated Reader account and take a quiz on the text they have just read. Pupils love being able to see their quiz scores and how many words they have read so far and can easily track progress made towards achieving termly targets. In previous years we have had over 52 word millionaires, who have all benefited from awards for their excellent efforts. We regularly reward pupils for effort/progress within library lessons and through weekly and termly prize draws.

How Can I Encourage My Child's Reading at Home?

- Attend one of our 'Open Library' days, where parents can come into school to help their child choose a book
- Provide a range of reading material. From novels to non-fiction, anything you can read is worthwhile. Many children enjoy reading magazines or blogs based around one of their hobbies or interests
- Question your child about what they have read
- Challenge your child to read something different. Although revisiting a favourite book is often enjoyable, choosing a book that is out of their comfort zone will help them to progress
- Encourage your child to read often. Reading is an excellent way to wind down before bedtime. Create a distraction free zone
- Monitor their progress on Accelerated Reader by accessing your child's account (this can be accessed via portal logins on our school website) or asking them about what they've been reading
- Encourage your child to complete Accelerated Reader quizzes at home as well as in school
- Audio books are a fantastic way to keep your child engaged

School Library

Our wonderful library is a calm and inviting environment, with comfortable seating and lots of space to read or study. Your child can use the library to work, or just to read and relax at lunch times and after school. We have a variety of wellbeing activities on offer at lunch times. Our full-time library manager is always available to assist pupils with finding a book that is suited to them.

Reading Intervention

Within school, we also have a dedicated reading intervention room, run by our specialist reading teacher who supports pupils who struggle with their reading. This support takes place in 1:1 and small group sessions, which are designed to target individual needs and improve pupil attainment across school. Reading is at the centre of our curriculum in all subject areas and we prioritise identifying, intervening where necessary and monitoring our weakest readers to ensure progression. There are opportunities for pupils to attend reading trips to local care homes and our feeder primary schools.

"A book is a dream that you hold in your hands."

Bedrock Vocabulary

Bedrock Vocabulary is an online vocabulary curriculum that teaches pupils about vocabulary through reading, games and quizzes. It has different blocks, which means that it is tailored to each individual pupil and they will have a level appropriate to them. It embeds new words and also recaps words that pupils will already know.

Bedrock teaches essential tier 2 words, root words and academic verbs. Research suggests that as a pupil progresses through school, they need to be adding at least 3,000 words to their vocabulary per year if they are to keep up with increasingly challenging curriculum texts. Bedrock helps us to achieve this goal.

Pupils are expected to achieve a minimum of 20 points per week. They will complete 20 minutes of Bedrock in an English lesson each week and will be expected to complete at least 30 minutes at home per week. Pupils can do this on any device with the internet.

There are competitions every half-term for the pupil with the most points and Bedrock also run competitions, which pupils have a chance of winning.

How can I help my son/daughter with Bedrock?

You can monitor your child's use of Bedrock each week via the parent access code. This will enable you to see their progress and monitor how many points they are achieving each week.



Homework

At Holy Cross, we believe meaningful homework is an essential part of your child's learning. When homework is set in subject areas, there will be an adequate amount of time to complete the homework to a high standard.

Homework is set on School Synergy where pupils can also access their timetable and review notices. School Synergy allows pupils to access their homework via a computer or app on their phone. Pupils log in to School Synergy using their Microsoft365 email address and password. Pupils can also message staff if they need further assistance and advice on their homework.

Parents can also view their child's homework on the parental School Synergy app. This enables you to access your child's homework to monitor the quality and quantity being set, whether your child is completing and handing homework in on time and provide support for your child through the online resources provided.

Engaging your support in your child's success is vital in helping to create high expectations and providing the basis for developing independent learning skills, which will benefit lifelong learning.

We offer support with completing homework, the library is available until 4 pm as a quiet study area. If your child is ever struggling with homework, they must speak to their teacher before the date set for handing in the homework.

Microsoft Office

Your child will be provided with a Microsoft Office 365 account.

This account will provide them with their own school email address and give them access to online versions of Office 365 applications, such as Word, PowerPoint and Excel. Pupils can use these applications to complete school work and their school email address to log into applications such as School Synergy.

Pupils will also have access to the Microsoft Teams collaborative platform, which allows for real-time communication and sharing of resources between teachers and their classes. Occasionally, teachers may also use Microsoft Teams to set homework and to share learning.



Personal Development

At Holy Cross we pride ourselves on having a holistic view of pupils and their learning. We follow statutory guidance in relation to Relationship, Sex and Health Education (RSHE) and Personal, Health and Social Education (PHSE). Pupils will encounter the PHSE curriculum through their everyday teaching but also through our Personal Development days, Prayer and Liturgy and extended form time, which take place throughout the school year. These days give pupils the opportunity to discuss and learn about relevant topics which affect their everyday life, such as careers, health and wellbeing and relationships.

These days are delivered by Holy Cross teaching staff and also other professional organisations. The delivery of these topics means that pupils leave Holy Cross with a solid foundation and knowledge to help them in their future lives.



Attendance and Punctuality

Holidays

The DfE have made some changes to attendance regulations. We now have to work harder than ever to ensure that our pupils achieve a minimum of 97% attendance throughout the school year.

In light of this we have revised our holiday policy and no holidays will be agreed during term time. An average one week holiday in school time results in a pupil having to catch up on 25 lessons of missed work when they return.

Penalty Notices

If you decide to take your child on holiday during term time you may be liable for a Penalty Notice.

Penalty Notices are issued for each parent/carer per child. The fine is £160, reduced to £80 if paid within 21 days. If you receive a second Penalty Notice for the same child within a three year period, the fine will be £160 per parent, per child with no option to pay a reduced rate. A maximum of two penalty notices may be issued to a parent for the same child within a rolling three year period. At the third (or subsequent offence (s)) another course of action will need to be considered, such as prosecution or one of the other legal interventions as stated in Lancashire County Council's Penalty Notices Information for Parents.

Non-payment of fines will result in prosecution for non-attendance at school under Section 444 of the Education Act, 1996.

Lateness

The school day begins at 8.55 am. Pupils will receive a late mark if they arrive after this time. If they are more than five minutes late in a week they will be required to attend a lunch time detention.

Any pupil who arrives after the registration period will have a Head of Year detention. On more than two occasions, they will receive a Senior Leadership Team (SLT) detention.

What parents can expect from us

Incentives

- Regular reward draw for pupils for 100% attendance
- Contributes to Whole School Awards activity eligibility
- A1 achievement points awarded
- Inter form attendance competitions each half term

Awareness

- Form tutors will track, monitor and discuss attendance with pupils fortnightly
- Communication with parents via text message or email
- Attendance/punctuality alerts daily via School Synergy

Days Absent	Weeks Absent	Lessons Missed	% Attendance
1	-	5	99.5%
2	-	10	99%
3	-	15	98.5%
4	-	20	98%
5	1	25	97.5%
10	2	50	95%
15	3	75	92.5%
20	4	100	90%
25	5	125	87.5%
30	6	150	85%
35	7	175	82.5%
40	8	200	80%

Attendance and Punctuality

Interventions

If your child's attendance is

- 90-95% - Parents are made aware of deterioration in attendance
- Under 90% - Attendance Officer phone calls/letters/meetings in school/home visits/Attendance Contracts
- Under 85% - SLT to support the Attendance Officer in improving attendance
- If targets not met - referral to Court Officer for Penalty Notice/prosecution

What we expect from parents

- Contact school on the first morning of your child's absence and on each subsequent morning
- Ensure your child is only absent if it is absolutely necessary, refer to the NHS guidance "Is my child too ill for school"
- Avoid booking holidays in term-time, remember these will not be authorised and often result in a penalty fine
- Always try to arrange any medical appointments for outside of school hours
- Reward your child for good attendance at school, mutually agree targets, and stick to them
- Inform school promptly of any issues which may affect attendance

Attendance Facts

- 90% attendance is the equivalent of missing 90 60 minute lessons per year
- Five or more GCSE passes can increase wages by up to 42%
- Missing just 17 days a year can mean dropping a whole grade per subject at GCSE
- 85 million school days are lost to absence each year
- EVERY SCHOOL DAY COUNTS - There are 190 school days each year and 175 weekends and school holidays available to use for holidays
- 90% attendance is equal to one half day absence per week, four weeks' absence in a year and half a year of absence over five years
- If a pupil's attendance is 89% or less then there is only a 1 in 4 chance they will achieve five grade 4 to 9 passes at GCSE

Behaviour for Learning

At Holy Cross we have clear expectations for both in class and out of class.

Our simple philosophy is:

‘Every child has the right to be taught, every teacher has the right to teach and every person has the right to feel safe.’

In-class expectations

- We arrive on time
- We speak appropriately
- We follow instructions without argument or delay
- We treat others with respect
- We try our best
- We dress smartly in line with the school uniform policy

Out of class expectations

- We follow instructions without argument or delay
- We speak appropriately to everybody
- We walk on the left on corridors and stairwells and follow the one way system
- We respect all school property
- We put litter in the bin
- We dress smartly in line with the school uniform policy

Debit System

We run a debit system at Holy Cross to address any negative behaviour in classes. The debit system has four levels that are explained below:

Verbal Warning – This is a prompt to the pupil that they are not performing to the school’s expected level and should prompt the child to make an appropriate adjustment to their behaviour. This will not be recorded.

D1 – This sanction is given to a pupil and is recorded on the School Synergy system. This is their final chance to change their behaviour before a detention is issued.

D2 – This sanction is given to a pupil if they have not made the expected change in their behaviour. This will be recorded on Synergy and will result in a 10 minute break or lunch time detention with the class teacher.

D3 – This sanction is given to a pupil if they have persistently failed to respond to the class teacher and failed to make positive changes to their behaviour. This will result in the pupil being removed from the class and placed in another class within the department or faculty. This will be recorded on Synergy and will result in a 30 minute after school departmental detention. You will be notified via the Synergy app.

D4 – This is the most extreme sanction a department will use to sanction a pupil. If a pupil, who has been sent to a different class, continues to disrupt the teaching and learning of the class they were sent to, they may be sent to Isolation. If this is the case, the pupil will spend five periods in Isolation and have an after school detention the following Friday with a member of the Senior Leadership Team. Extreme behaviour in class would lead to a fast track D4, when the other stages are bypassed and the pupil is sent straight to isolation.

Fast Track D4 – This is used for other behaviour outside of the classroom. This would be used in instances such as foul/abusive language, breaches in health and safety or breaches of the uniform policy.

School Synergy

School Synergy is the system used at Holy Cross to track, monitor and report on many aspects of school life. Using this system, parents are able to view the school calendar, as well as their own child's timetable, attendance figures and behaviour. The behaviour module provides a real time view, displaying positive comments and points awarded, as well as informing you when aspects of behaviour may be limiting progress. School Synergy will alert you if your child has an after school detention. School Synergy can also be used to communicate with school.

Once your child is enrolled at Holy Cross in September you will be given the opportunity to create a Parent Portal Account so that you can view information tailored for your child. Pupils will also be asked to sign up so they can check timetabled lessons, homework, bulletin reminders and after school activities.

We encourage all pupils to actively use the School Synergy app so that they are organised and up to date each school day.



Rewards and Incentives

At Holy Cross we pride ourselves on living out our mission statement to 'have life and have it to the full!' An important part of this is recognising those pupils who go above and beyond in their daily life at school.

Pupils are awarded in class regularly with our A point system.

A1s are awarded to pupils who go above and beyond.

A4s are awarded for exceptional work and contribution.

Other ways in which a pupil has their achievements recognised include:

- Headteacher postcards
- Headteacher breakfasts
- Verbal praise given by a member of staff
- Departments celebrate the good work of pupils through class displays and other departmental rewards systems
- It is important that academic ability alone is not the only way to earn recognition. This can also encompass extra-curricular activities and a range of personal skills and qualities which Holy Cross wishes to value and promote
- Recognition of the best attendance and also most improved attendance. This is recognised in celebration assemblies each half term
- Pupils who have made positive contributions are recognised in the prefect system
- The achievement of pupils, both in and out of school, is promoted through the local press and social media
- Celebration assemblies each half term celebrate the success of pupils in and out of class
- A Rewards Day is held annually at the end of the school year to celebrate pupils hard work and effort



Enrichment Opportunities

At Holy Cross, our mission is based on John (10:10): "I have come that they may have life and have it to the full". In order to achieve this mission, we feel it is important to offer pupils a diverse range of enrichment opportunities. We believe that pupils can gain a great deal from participating in educational visits and extra-curricular clubs as, not only do they offer opportunities to broaden their horizons and enrich their experiences, but they also allow pupils to enhance their social, emotional and personal development.

Each curriculum area has embedded opportunities for enrichment and for pupils to develop their cultural exposure into their curriculum plan. For instance, in English, pupils will have the opportunity to go on visits to the theatre to tie in and enhance their study of plays; in Geography pupils carry out fieldwork at Crosby Beach measuring sand dunes; in History pupils have the chance to go to France and Belgium to visit World War 1 battlefields, cemeteries and memorials, and in MFL pupils can visit the French Christmas markets.

We also provide a wide variety of extra-curricular clubs to ensure there will be something to suit every child. For example, pupils can attend Engineering Club, Product Design Club, Art Club, Baking Club, Public Speaking, Books and Biscuits, Faith in Action, Bible Group or even Harry Potter Club.

For those interested in sport and fitness, the PE department offer a huge range of clubs from boys' and girls' football, rugby with Wigan Warriors, cricket, athletics and netball to gymnastics, trampolining and cheer. These clubs are open to those who want to be part of the team and represent the school in local and national fixtures but also to those who just want to get stuck in and take part in some extra sport for fun. Each half-term, the extra-curricular timetable is updated on our website:

<https://www.holycross.lancs.sch.uk/curriculum/extra-curricular/>



Practical Information

Home-School Communication

Contacting School

For general pastoral and well-being matters, your first point of contact is your child's form tutor. You can do this by written communications to your child's form tutor, via email to admin@holycross.lancs.sch.uk or through the School Synergy app.

If you would like to see or speak to your child's form tutor or a particular subject teacher, please contact the school office via email or phone and indicate which teacher you would like to speak to. The school office will direct your request to the relevant member of staff, who will then contact you. The school office is open between 8.00 am and 4.15 pm (outside of these times a message can be left on the answer machine). School will respond to your request as quickly as possible and certainly within 48 hours.

It is not possible for a teacher to leave their class to speak to a parent, so it is important that a prior appointment is arranged via the office.

Please do not use your child's school email address or their Microsoft Teams account to communicate with teachers. These platforms are to be used for the sole purpose of pupil-teacher communication.

School Office Contact Details

Email: admin@holycross.lancs.sch.uk

Phone: 01257 262093

Communications from School

School will contact you either by email, post or text depending on the nature of the communication.

The School Day

Registration	8.55 am - 9.15 am
Period 1	9.15 am - 10.15 am
Period 2	10.15 am - 11.15 am
Break	11.15 am - 11.35 am
Period 3	11.35 am - 12.35 pm
Period 4	12.35 pm - 1.35 pm
Lunch	1.35 pm - 2.05 pm
Period 5	2.05 pm - 3.05 pm

Uniform Policy

We believe that an economic and practical uniform helps us to achieve high standards of work, behaviour and commitment, and the great majority of parents support us in this view. All pupils are, therefore, expected to wear the uniform that is listed below. In certain circumstances, a uniform grant may be payable by the Local Authority.

Boys

- Black V-Neck Holy Cross school jumper
- Black tailored standard fit trousers (no drainpipe trousers, jean style or skinny fit)
- White shirt
- School tie
- Plain black socks (no visible logos)
- Plain black conventional shoes (no boots, no training shoes or pumps, no canvas materials, no fashion alternatives)

Girls

- Black V-Neck Holy Cross school jumper
- Black pleated Holy Cross school skirt (to be worn touching the knee or below)
- Black tailored standard fit trousers (no skinny fit or flared trousers, trousers must be below the ankle)
- White shirt
- School tie
- Plain knee-length black socks or thick black tights (at least 60 denier) must be worn with a skirt
- Plain black socks must be worn with trousers (no visible logos, no ankle or trainer socks)
- Plain black flat conventional shoes (no boots, no training shoes or pumps, no rubber/jelly shoes, no fashion alternatives, no metallic adornments excluding buckles)



Outdoor Coats

- No hoodies, fleeces, denim coats, sweatshirts or leather jackets to be worn
- Coats are not to be worn inside of the building

School Bags

- All school bags must be suitable to carry at least two A4 folders
- Drawstring bags can be used to carry PE kit only

PE Kit

Unisex (boys and girls)

- Holy Cross drill top
- Holy Cross T-shirt
- Holy Cross shorts or Holy Cross leggings or Holy Cross track pants (only one is required to be purchased)
- Plain black leggings, with no logos, can be worn underneath Holy Cross PE shorts
- Plain black football socks
- Sports trainers (non-fashion trainers)

Although not compulsory, it is best practice and recommended to wear gumshields and shin pads for sports including hockey, rugby and football

It is advisable to label each item of clothing with your child's name to avoid items being lost.

Uniform Policy

Hair

- Hair must be a natural colour
- 1.5 is the shortest hair length allowed (including fades), no tram lines, no mullets, no top knots, no high line sides
- No hair accessories other than a plain natural hair coloured bobble, a small natural hair coloured clip or headband, no decorative beads or holiday braids
- Long hair should be tied up for all practical subjects
- No eyebrow patterns

Jewellery

- Jewellery is not permitted in school
- Badges are not permitted unless they are provided by the school eg librarian badge
- Pupils are permitted to wear a plain wristwatch. Smart watches are not permitted

Make-Up

- Make-up is not permitted in school (including removable instant fake tan and tinted moisturiser)
- Nail varnish is not permitted in school
- False nails or nail enhancement are not permitted
- False eyelashes are not permitted in school
- Semi-permanent make-ups are not permitted
- Laminated brows are not permitted

Non-Compliance

- Sanctions will be applied for breaching the uniform policy as this is an act of defiance
- When a change to a pupil's uniform is required, pupils will be loaned a clean, high quality item of uniform from the school's uniform store
- If the pupil refuses to wear the item, they will be sanctioned for defiance/non-compliance in line with the behaviour policy (fast track isolation and SLT detention)
- Parents will be notified of pupils' breaches of school uniform via School Synergy
- If a pupil wears a badged skirt which does not meet the expectations outlined in the uniform policy, it will be exchanged with stock from our uniform store

The Headteacher's decision on uniform issues is final

Uniform and Equipment

School Uniform Suppliers

JADA
213 Eaves Lane
Chorley
Lancashire PR6 0AG

Telephone No: 01257 271592
Email: info@jadaonline.co.uk
Website: www.jadaonline.co.uk

Andrew Leach School Wear (only main school uniform, not PE kit)
98 Winter Hey Lane
Horwich
Bolton BL6 7PJ

Telephone No: 01204 697624
Email: andrewleach@gmx.com
Website: www.andrewleachschoolwear.co.uk

There is a stock of high quality, pre-loved uniform available from the school. If you would like to access the availability of this, please contact your child's Head of Year.

If you would like financial support with uniform costs, please visit:

Help with school clothing costs - Lancashire County Council

www.lancashire.gov.uk/children-education-families/schools/school-uniform/

If you would like to check if an item of uniform is correct, you can email a picture to: uniform@holycross.lancs.sch.uk

This email address will be open between 7 July and 22 July. Someone will aim to respond to your email within 48 hours.

Equipment

To ensure that your child is fully prepared for all their lessons at Holy Cross, they will need the following equipment:

- Pencil case
- Blue or black pens
- Pencils
- Ruler
- Purple and green pen (provided by school on the first day)
- A scientific calculator

Equipment	Subject
Casio Scientific Calculator	Maths, science, product design
Protractor	Maths
Pair of compasses	Maths
Sketch book	Art
Rubber	Useful to have in several subjects
Sharpener	Useful to have in several subjects
Coloured pencils	Art
Reading book	English lessons and form time
Glue stick	Useful to have in lessons
Trampoline/grip socks	Drama
PE kit	This is outlined in the school uniform policy
Cooking apron	Food and Nutrition

ParentPay and School Meals

ParentPay

ParentPay is a secure system which offers you, as parents, the freedom to make payments whenever you wish. ParentPay is used to make payments for school meals, visits, and school supplies. For your convenience, there is an app which can be downloaded for your mobile phone. You will be sent further information containing details on how to activate your ParentPay account or transfer the primary school account to Holy Cross.

School Meals and Cashless Catering

Holy Cross uses a biometric system for the purchase of school meals. This is complemented by the online payment system, ParentPay. On your child's first day at Holy Cross, we complete the setup of the biometric system in order for them to purchase their school meals via scanning their fingerprint.

You can credit your child's account via ParentPay or pupils may top up their account in school via a machine in the school hall that accepts cash. A daily spending limit of £5 is set on their school meal account but this can be changed on an individual basis.

Alternatively, pupils can bring their own packed lunch to eat in the main dining hall.

Free School Meals

The daily allowance for free school meals is £2.90. If FSM pupils exceed this daily limit, additional funds must be loaded onto their accounts using ParentPay.

Check if your child is eligible for Free School Meals or Pupil Premium and apply by visiting <https://www.lancashire.gov.uk/children-education-families/schools/free-school-meals/?page=2>



Transport – Buses

(Correct at time of printing)

SERVICE: 707 ABBEY VILLAGE - CHORLEY HOLY CROSS HIGH SCHOOL

ROUTE DESCRIPTION

From Abbey Village Hare & Hounds, Bolton Road, Chorley Road, Blackburn Road, Bett Lane, Buckholes Lane, School Lane, Railway Road, Bury Lane, Chorley Road, Blackburn Road A674, Victoria Street, Lower Wheelton, Blackburn Road A674, B6228, Blackburn Road, Blackburn Brow, Botany Brow, Harpers Lane, Water Street, Commercial Road, Park Road, Union Street, Shepherd's Way, Lyons Lane South, Bolton Street, Bolton Road, Carr Lane and The Bowers to Chorley Holy Cross School Bus Turning Area.

Return by reverse of above route to Abbey Village Hare & Hounds

Abbey Village Hare & Hounds	0750
Bury Lane, Ollerton Fold	0754
Higher Wheelton, Bett Lane	0800
Brinscall, Woodland View	0805
Withnell, Post Office	0808
Withnell Fold, Road End	0813
Lower Wheelton Red Lion	0818
Chorley Guildford Avenue	0824
Chorley, Astley Road South (Crosse St)	0830
Chorley Holy Cross High School	0840

Service depart Holy Cross at 1515

Operator: Vision Bus Ltd Tel: 01204 468288

SERVICE: 780 CLAYTON BROOK - CHORLEY HOLY CROSS HIGH SCHOOL

ROUTE DESCRIPTION

From Clayton Brook, Clayton Brook Rd/Pines Close then via Clayton Brook Road, Preston Road (A6), Preston Street, Harper's Lane, Eaves Lane, Brooke Street, Lyons Lane South, Bolton Street, Bolton Road, Carr Lane and The Bowers to Chorley Holy Cross School Bus Turning Area.

Return from Holy Cross High School bus turning area via reverse of outward route.

Clayton Brook Clayton Brook Rd/Pines Close	0807
Clayton Brook, Clayton Brook Rd, Barn Meadow	0810
Clayton Green, St Bedes Church, A6	0812
Whittle le Woods St Johns Church	0816
Chorley Hospital A6 entrance	0824
Chorley Harper's Lane, Beaconsfield Terrace	0830
Chorley Eaves Lane, Brown Street	0833
Holy Cross High School	0845

Service depart Holy Cross at 1515

Operator: Vision Bus Ltd Tel: 01204 468288

Transport

SERVICE: 785 COPPULL OAK TREE – CHARNOCK RICHARD - CHORLEY SCHOOLS

ROUTE DESCRIPTION

AM JOURNEY

From Coppull Moor, Oak Tree via Preston Road (A49), Coppull Moor Lane, Chapel Lane, Lancaster Street, Spendmore Lane, Preston Road (A49), Chorley Lane, Dob Brow, Butterworth Brow, Easterly By-Pass, Southlands HS Bus Turning Circle, Butterworth Brow, Moor Road, Pall Mall, Bolton Street, Bolton Road, Albany High School, Bolton Road, Myles Standish Way to Chorley, Holy Cross High School, Bus Turning Area

PM JOURNEY

Returning from Albany High School via Bolton Road, Myles Standish Way, Holy Cross RCHS Bus Turning Area, Lower Burgh Way, Gillibrand Link Road, Butterworth Brow, Dob Brow, Chorley Lane, A49 (south), Coppull Moor Lane, Chapel Lane, Lancaster Street, Spendmore Lane to Coppull, Oak Tree.

COPPULL Oak Tree	0800
COPPULL Wagon & Horses	0805
COPPULL Mill Street	0815
CHARNOCK RICHARD Hinds Head	0820
CHARNOCK RICHARD Dog & Partridge	0822
Southlands HS Turning Circle	0830
Albany High School, Yarrow Gate	0835
Holy Cross High School	0840

Service depart Holy Cross at 1532 Operator: Vision Bus Ltd

Tel: 01204 468288

SERVICE: 790 LOWER ADLINGTON - CHORLEY, SOUTHLANDS HIGH SCHOOL & HOLY CROSS HIGH SCHOOL

ROUTE DESCRIPTION

From Lower Adlington, Old School Lane via The Common, Park Road, Market Street, Railway Road, Chorley Road, A673, Bolton Road, Miles Standish Way to Holy Cross RCHS Bus Park, Myles Standish Way, Lower Burgh Way, Coppull Road, Butterworth Brow to Southlands High School, Turning Circle.

Returning via reverse of outward route

LOWER ADLINGTON, Old School Lane	0810
ADLINGTON, Ridgway Arms	0818
Holy Cross RCHS	0830
Southlands HS Bus Turning Circle	0838

Service depart Holy Cross at 1505 Operator: Vision Bus Ltd

Tel: 01204 468288

Transport

For children who are not eligible for Home-to-School transport assistance, it is a parent/carer's responsibility to get their child to school. However, where there is spare capacity on the school buses, Lancashire County Council offer the facility for parents/carers to purchase a discounted annual season ticket. Spaces are limited and allocated on a first come, first served basis. The county council will not provide extra services for non-statutory pupils.

New applicants - From 1 June, parents/carers can make an online application for a season ticket pack for 25/26 via the following link: www.lancashire.gov.uk/children-education-families/schools/school-transport/school-bus-season-tickets/. The packs are dispatched from July onwards. Please be advised it can take 15 working days from requesting the season ticket application pack. Once application packs are received by parent/carers, they must be completed and returned to the county council as directed.

Please note that the terms and conditions of using the school bus service state that when a student boards the bus, they must either present the driver with a valid pass/season ticket or pay the bus fare. Some of the county council's school bus services operate a 'pass only' policy, therefore any late applications for season tickets may not receive their pass for the start of the 25/26 academic year and will not be able to board the bus until they can show a valid pass/season ticket.

To plan your child's journey please visit: Plan Your Journey | Traveline www.traveline.info/ or for other useful information please visit the county councils website: Schools - Lancashire County Council:

www.lancashire.gov.uk/children-education-families/schools/?utm_source=Redirect&utm_medium=Shorturl&utm_campaign=Schools

Fares (from September 2024, correct at time of printing)

Distance	Fare
0-3 miles	£3.50 return £1.95 single
3-8 miles	£4.90 return £2.95 single
8+ miles	£6.10 return £3.35 single

Season Tickets

Your child's season ticket will be valid for the rest of the academic year from the date of issue.

If you order a season ticket valid from any date in September you will pay the full price from that month (and so on for each following month). We (Lancashire County Council) will, however, be happy to arrange for your pass to be valid from the 1st of the next month. If you choose this option we will send the pass out to you a few days before it becomes valid.

You can buy a season ticket for use on Lancashire County Council's contracted school services where spaces are available.

With a season ticket you can save up to 20% of the cost of the daily return fare. You can also spread the cost if you choose to pay by direct debit.

Quotes can be obtained by contacting the School Transport Hotline on Tel: 0300 123 6738 or by visiting <https://www.lancashire.gov.uk/children-education-families/schools/school-transport/school-bus-season-tickets/>

NB Season tickets may be withdrawn and refunded if accommodation is required for Statutory Entitled pupils. Lancashire County Council reserves the right to refuse season ticket applications.

Commercial Services

Routes, fares and weekly ticket price information can be obtained by contacting the commercial operator directly <https://www.visionbus.co.uk/bus-services/>

School Term & Holiday Pattern 2025-2026

Autumn Term 2025

Re-open on	Wednesday 3 September 2025
Mid Term Closure	Closure after school on Friday 24 October 2025 Monday 27 October – Monday 3 November (inclusive) School reopens Tuesday 4 November 2025
Closure after school on	Friday 19 December 2025
Number of openings	72 days INSET [Monday 1 September 2025] [Tuesday 2 September 2025] [Monday 3 November 2025]

Spring Term 2026

Re-open on	Tuesday 6 January 2026
Mid Term Closure	Closure after school on Friday 13 February 2026 Monday 16 February – Friday 20 February 2026 (inclusive) School reopens Monday 23 February 2026
Closure after school on	Friday 27 March 2026
Number of openings	54 days INSET [Monday 6 January 2026] [Friday 14 March 2026]

Summer Term 2026

Reopen on	Monday 13 April 2026
May Day Closure	Monday 4 May 2026
Mid Term Closure	Closure after school on Friday 23 May 2026 Monday 25 May – Friday 29 May 2026 (inclusive) School reopens Monday 1 June 2026
Closure after school	Monday 20 July 2026
Number of openings	64 Days Total number of openings – 190 + 5 inset days



Holy Cross

CATHOLIC HIGH SCHOOL

Myles Standish Way, Chorley, PR7 3LS

TELEPHONE 01257 262093

ONLINE www.holycross.lancs.sch.uk

E-MAIL admin@holycross.lancs.sch.uk

TWITTER [@holycrosschorl](https://twitter.com/holycrosschorl)