

CWLC Transition 2025



Welcome

Dear Parent/Carer

Welcome to our Parent & Student Booklet. We have brought together what we see as essential information, and hope you find it helpful. We hope this will be the first of many useful pieces of informative communication. Please also visit our website to access information at <https://christopherwhitehead.co.uk> - Parents and students - New year 7 transition.

The booklet includes, for information:

- ◆ Attendance
- ◆ Code of Conduct
- ◆ Home Learning at CWLC
- ◆ Educational Visits (Learning Outside the Classroom)
- ◆ Useful Reminders
- ◆ Uniform and PE Kit List
- ◆ Free School Meals
- ◆ School Canteen & Sample Menu
- ◆ Cashless Catering System
- ◆ Learning Resource Centre
- ◆ School Term Dates
- ◆ Fundraising at CWLC

The pack of forms you have received, together with our Privacy Notice, explains how and why we collect data and who we share it with. **Please complete all forms and return** to us as soon as possible. The pack includes the following forms:

- ◆ Confidential Record Sheet
- ◆ Registering at the Learning Resource Centre
- ◆ Home School Agreement
- ◆ Multimedia Consent

Year 6 Transfer in September 2025

Please return the completed forms as soon as possible by post, or you can drop them off at Reception.

I look forward to meeting you.

Yours sincerely


Neil S Morris
Headteacher

We are pleased to announce our NEW Headteacher from September 2025 will be **Mrs Cath Cark** who is currently our Deputy Headteacher.

Mr Morris will be retiring in August 2025 after 22 years as Headteacher at CWLC. We wish him all the very best in his retirement.

Attendance

What we ask parents/carers to do:

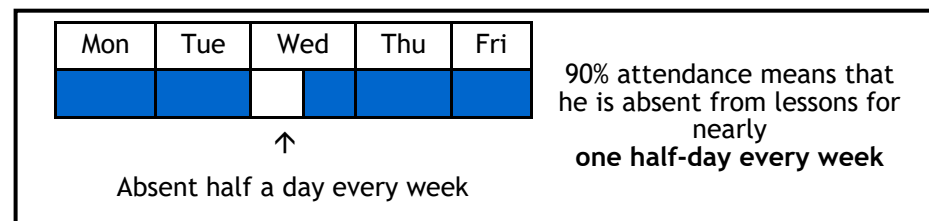
- ◆ Ensure that we have your correct contact telephone numbers at all times (home, work and mobile numbers are all useful).
- ◆ Phone the school (01905 423906 option 1) or email: attendance@cwlc.email to report student absence before 9.00am on **each day of absence**.
- ◆ Use the EduLink One link on the app/website to report an absence before 9.00am
- ◆ Whenever possible make all medical/dental appointments after 3.20pm or during school holidays.
- ◆ Not to allow their children to be absent from school for reasons other than illness. Family holidays should be taken during the school holidays, as they will not be authorised during term time. Any planned absence requests must be put in writing to the Headteacher at least 6 weeks before the start of the requested absence.

What will the school do?

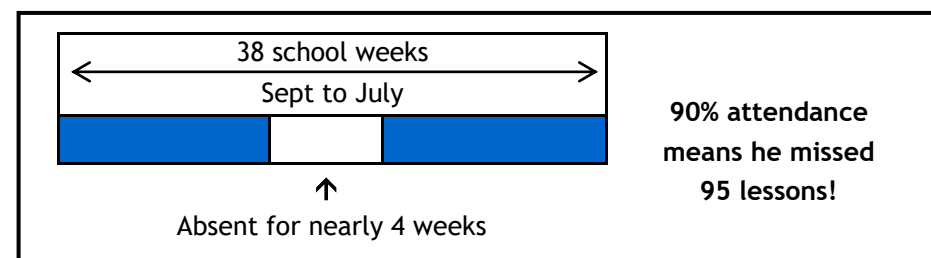
Regular attendance is a legal requirement. We take a 'support first' approach, working with families to overcome barriers. If attendance does not improve despite support, legal action maybe considered in line with national guidelines.

- ◆ Contact parents/carers at home or at work to check the reason for absence.
- ◆ Ensure that parents/carers are contacted if we have concerns.
- ◆ Ensure our communications home inform you of school holiday dates well in advance. Term dates are also published on our website.

Simon is in Year 8. His attendance rate is always around 90%.
He thinks this is pretty good!

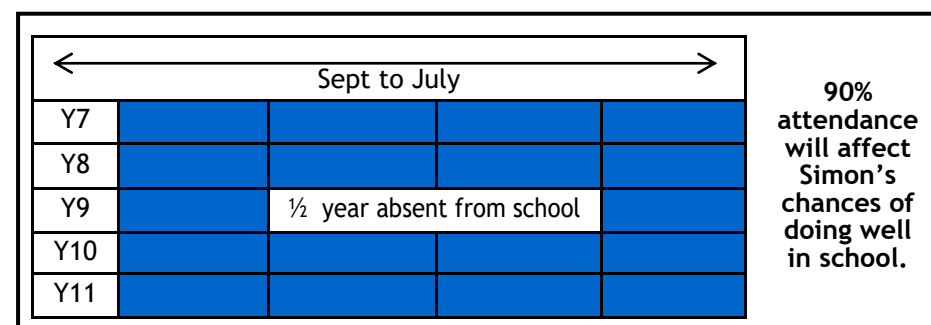


In Year 7 Simon's 90% attendance rate meant he missed almost **4 weeks** of lessons in the school year.



If Simon continues to attend for only 90% of the time then over five years he will miss nearly **one half of a school year**.

In Year 11 90% attendance will result in underachievement by one GCSE grade!



Your child's attendance rate will affect their performance in school.

Attendance

Rewards

- ◆ 'Jump the canteen queue' cards for students with 100% attendance
- ◆ Certificates are awarded to all students with 100% attendance during the course of a term by their Director of Studies in a House assembly.
- ◆ Students with 100% attendance at the end of the year are entered into a prize draw to win gift vouchers.
- ◆ We offer a variety of incentives throughout the year for students to maintain excellent attendance.

Sanctions

We ask all parents to work with us to support good attendance. If your child's attendance falls below 95%, we will invite you to a meeting to discuss how we can help.

- ◆ Poor attendance will initially be monitored by Learning Mentors.
- ◆ Continual poor attendance will be referred to the Director of Studies who will monitor the student and liaise with our education welfare staff and our Attendance Officers
- ◆ Persistent absence is defined as any student with attendance below 90%.
- ◆ Where persistent absence gives us cause for concern, referral is made to our education welfare staff who may issue a first, final or penalty notice to parents. Continued unauthorised absence may lead to prosecution of parents.

Punctuality

- ◆ The school day starts at 8.30am with a warning bell. Registration is 8.35am to 8.40am. Lesson 1 starts at 8.40am.
- ◆ Students arriving after 9.05am without a valid reason will have their absence recorded as unauthorised.

Good attendance is the key for:

- ✓ Future job prospects - Apprenticeships request 5 years' attendance records
- ✓ Good learning
- ✓ Forming strong friendships
- ✓ Ensuring students can take part in extra curricular activities

All these will contribute to the happiness of a student at school and a happy student will always do their best.

Holidays in Term Time

Thank you to the vast majority who do not take students out of school for holidays. We know the financial temptation. Holiday absence sadly results in an EWO (Education Welfare Officer) penalty notice for parents/carers.

Code of Conduct

In the classroom

Our aim is that all students should have an environment where they can work hard and do their best.

We expect students to:

- ◆ Be on time and be prepared with books, equipment and kit.
- ◆ Always work hard and do their best.
- ◆ Follow instructions and be safe.
- ◆ Put their hand up if they wish to contribute.
- ◆ Be calm and not disturb others.
- ◆ Wear their uniform correctly at all times.
- ◆ Be a good ambassador for our school wherever they go.

A student who does not follow our Code of Conduct in the classroom will be reminded of the rules. Further sanctions such as removal from class, referral to the Head of Department and detention will follow if they continue to fail to follow the Code. They may be taken out of their lesson by the First Call teacher. Parents will be informed.

Around the school

Our aim is for our school to be a safe and happy place for students, staff and visitors.

We expect students to:

- ◆ Behave safely and responsibly.
- ◆ Be sensible and friendly to everyone at school and online.
- ◆ Help us to care for our environment:
 - keep our school litter free; not climb walls or fences, or trees; respect our buildings and other facilities.
- ◆ Remain on the school site throughout the day.
- ◆ Be a credit to us and their parents on their way to and from school.

A student who does not follow our Code of Conduct when moving about the school or in the playground will lose social time. Social time will also be lost if they leave the site without permission. Students who are in uniform, representing our school in any way, or on a school visit, are expected to abide by this code of conduct—no matter the time of day.

Serious misbehaviour

A student who seriously misbehaves in class will be removed by the First Call teacher, they will be issued a detention during Break 1 or 2. Parents/carers will be informed. Serious or repeated poor behaviour will lead to isolation or suspension.

Serious misbehaviour is classed as:

- ◆ Swearing or use of offensive language directly to a member of staff - verbal confrontation.
- ◆ Violence - or threatening behaviour - physical confrontation with either staff or other students.
- ◆ Causing wilful damage to school or personal property.
- ◆ Putting the health and safety of others at risk.
- ◆ Serious and persistent refusal to do as they are asked - defiance of staff or disruption of lessons.
- ◆ Bullying - in all forms, including cyber-bullying will not be tolerated.
- ◆ Racist, sexist, transphobic or homophobic abuse.
- ◆ Sexual misconduct.

Further advice

- ◆ Mobile phones must be switched **off** and put in bags or inside blazer pockets when arriving at school, and remain there until students leave school in the afternoon.
- ◆ Students should not bring tablets, iPads or other valuables to school, in case of damage or loss. If they choose to do so they are the student's own responsibility.
- ◆ Students should not bring any weapon, smoking materials, including vapes, alcohol or drugs into school, or any other item that may endanger the health and safety of the other members of our school community.
- ◆ All items brought to school are the risk/responsibility of the student.

Home Learning at CWLC

We have an app/website for parents, carers and students called EduLink One. EduLink One provides an integrated school information platform which draws together a range of existing school systems with an engaging user interface allowing you to communicate and access information in one place. Some of the features are only available when using the full website, but the app does give you access to most areas.

The full guide to accessing and using EduLink One is available on our website in the Parents and Students section.

HOME LEARNING

Homework at secondary level can make a significant and positive impact on students' progress and attainment, as long as it is the 'right' kind of homework.

Evidence shows that homework with the most impact involves tasks that are set in order to reinforce and support learning that has happened in class; to practise essential skills and to revise key information, rules and vocabulary.

Subjects such as English, maths, science, MFL/Mandarin, history and geography will set homework on a weekly or twice-weekly basis. At least 48 hours will be given to complete homework tasks so that students can plan their learning effectively.

Other subjects will also set homework regularly, dependent on how often the subject is taught. Some subjects use online programs such as Sparx Maths and Doodle. If students do not have internet access at home they can use the LRC before, during and after school each day.

Most home learning tasks will specify the time to be spent on them in order to complete them effectively. These should be adhered to as it will affect the success of the tasks to spend either too little or too long on them.

You will now be also able to monitor your child's home learning via the EduLink One website or app, once you are registered. This will show what homework has been set, when it is due and whether it has been completed.

Learning Outside the Classroom (LOtC)

Learning outside the classroom is highly motivating and educational. Learning in the school grounds, the locality, visiting sites further afield and residential experiences all stimulate interest, curiosity and passion for 'doing'. These activities broaden young people's horizons, enabling them to develop new skills and build relationships. They make young people more engaged with learning and therefore more likely to do well.

At Christopher Whitehead students will engage in various activities that involve LOtC. This may involve activities ranging from on-site field work to trips across the UK and Europe and even further afield.

Any opportunities for LOtC will be advertised to students via lessons or assemblies.

The nature of the trip and the timings involved will affect what information will be sent home:

Location	Timings	Information
School grounds or local area	School day	No obligation for information to be sent home. No parental consent required.
School grounds or local area	Beyond school day	Parents will be given details about the trip/visit including start/finish times. Parental consent required.
Residential trips	Any	Parents will be given details about the trip/visit. Parental consent required. A parents' meeting may be held to discuss the trip/visit.
Overseas residential trips	Any	Parents will be given details about the trip/visit. Parental consent required. A parents' meeting may be held to discuss the trip/visit.

Payments

The school's preference is for payments to be made online, however you may make arrangements to pay by cheque or in cash.

The law says that education during the school day is free, however schools are allowed to invite voluntary contributions towards trips which will take place during more than 50% of the normal school day. No student in the cohort will be excluded due to cost.



Parents/carers will be informed from the outset that, if insufficient voluntary contributions are received, the trip may not be able to go ahead. The school is allowed to charge for some 'allowable costs' if the trip is residential.

If you have any questions about trips or visits please contact the school at office@cwlc.email or telephone 01905 423906.

Useful Reminders

Working for success!

A copy of our code of conduct is included in this booklet. We hope you will agree that the emphasis is about promoting the highest standards of behaviour so that students can work effectively. By attending CWLC you are therefore agreeing to these rules and they are not for negotiation.

Regulations allow us to detain any student at the end of a school session although, beyond a ten minute detention we must, of course, give you at least 24 hours' notice.

Safeguarding

This school believes that it is always unacceptable for a child to experience abuse of any kind. We recognise our responsibility to safeguard the welfare of all children.

We will provide staff and volunteers with guidance to follow when they suspect a child may be experiencing abuse or at risk of harm. We will work co-operatively with other agencies to safeguard and promote the welfare of children. We will ensure that our concerns about our students are discussed with parents/carers first - **unless we have reason to believe that such a move would be contrary to the child's welfare.**

The Designated Safeguarding Lead for Child Protection is Mr D Thacker-Smith (Assistant Headteacher). In addition, the Deputy Designated Safeguarding Leads are: Mrs J Edwards (Safeguarding Officer), Mrs M Kavanagh (Safeguarding Assistant), Mr D Farmer (Deputy Headteacher),

Mrs P Pugh (Head of Sixth Form), Mr D Stokes (Director of Study) and Mrs J Welfoot (LAC Coordinator). The Governor with responsibility for Child Protection is Mrs A Eyre.

We will review our policy and procedures on an annual basis. Please see the school website for further information and our policy on Child Protection and Safeguarding.

Planning for success

Each student is issued with an essential named student planner to assist in their organisation of school work. Please look through it at least weekly and sign to show that you have.

Please write comments in the section provided if you wish to. This helps us keep in touch over your child's progress and other issues.

Medication in school?

As part of the school's medical policy, we ask parents to complete and return a 'parental agreement for school to administer medicine form'. All medication is to be prescribed by a GP and must be clearly labelled as to its contents and use.

Parent/carer agreement for school to administer medicine forms are available on request.



Useful Reminders

Taking part in Physical Education

If your child is unwell please write a letter stating clearly the reason why you feel your child is unable to take part. The PE staff will then use their experience and judgement to decide to what extent your child is able to participate. There are planning and evaluation activities requiring minimal physical activity which are important aspects of learning in this subject.

Correct PE kit is an integral part of school uniform. The vast majority of our students fully comply. Your continued support with this is greatly appreciated; it helps maximise the learning time for all. Failure to bring PE kit does not preclude any student from taking part. Please note that a clean PE kit will also be required for performing arts and dance lessons.

It's good to talk...

We are always keen to encourage contact with parent/carers. You can, of course, write to us and our switchboard is open between 8.00am and 4.30pm on school days. Your first point of contact should almost always be your child's Learning Mentor.

Please note that all teaching staff, including Directors of Studies and senior staff have classes and will not always be available. If you leave a message we will always aim to return your call. If you wish to see somebody in person they will be pleased to make an appointment. For your information our break time 1 is 10.45 - 11.15am and break time 2 is 1.20 - 1.50pm.

We always do our best to deal with problems quickly and efficiently. **Please do not arrive on site with no appointment; it can and does lead to frustration from all parties.** Alternatively, please email the member of staff concerned. It is often easier for a teacher to reply by email in dealing with your query promptly.

Dressed for work

Our students are well turned out. A copy of the uniform list is included in this booklet. We value your support in ensuring that your child is seen to represent their school well, both in how they look and how they behave.

Students leaving the site during the school day

Students are not allowed out of school during the day unless they have written parental permission for unavoidable medical appointments.

Safety first

Please do not come onto the school site in order to drop off or pick up children. We are a very busy school with over 1600 students. There is very limited parking for our own staff and Sixth Form students on both the Bromwich Road and Malvern Road car parks.

**We do not have sufficient space in these areas, and as a consequence, these areas should not be used.
This is for your child's safety!**



Uniform

The school makes every effort to ensure the cost of uniform is reasonable and affordable. We use two providers to keep prices competitive and give parents the best value for money. We wish to make clear to all our students (and parents) that the following list of uniform items is intended to be exactly that - uniform.

Blazers	Specialist Item - D Luke Premium Navy blue blazer.
Trousers	Black or charcoal grey conventional school trousers. Jeans, jogging bottoms, leggings or skin tight trousers in any colour are not permitted.
Skirt	Year 7 students will need to buy the NEW skirt with the CWLC badge at the top. Students may choose to wear a skirt instead of trousers. This must now be purchased from Monkhouse or KITZ UK. Knee-length tailored shorts can also be
Shirts	White, collar suitable for a tie, short or long sleeved and worn tucked in with a House tie. Optional student
Jumper	Plain navy blue v-neck jumper worn under a blazer but not instead of it.
House Pins	Specialist item - A house colour pin badge must be worn with school 'Rever' shirt (instead of a tie).
Shoes	Plain black traditional/conventional 'school' style.
Socks	Plain dark grey or black should be worn.

Outdoor coats Coats should be appropriate for the time of year. Tracksuit type tops or hoodies are **not** acceptable items of school wear.

Jewellery Students may wear **ONE** plain stud in each ear. No other piercings other than the ear lobes are allowed. No other jewellery or piercings are permitted and students will be asked to remove any incorrect jewellery, which can then be collected from reception at the end of the day.

Hairstyles Hairstyles should be appropriate for school, without extremes of cuts, styles, lines or colour. Long hair must be tied back for practical subjects.

Make-up Nail varnish, false nails or false eyelashes are not allowed. Discreet make-up is allowed in Years 10 and 11.

Specialist Items and uniform are available from two providers. Both can be found on our website under Parents and Students and follow the uniform link.

KITZ UK, 128a Worcester Road, Malvern Link, WR14 1SS.
Tel: 01684 892439

Monkhouse, (formerly Schooltogs) 14-16 Pump Street, Worcester. Tel: 01905 679938.

PE Kit

All students in Years 7-11

Plain **white polo shirt** for lessons. We recommend the polo shirt with school badge available from Monkhouse or KITZ UK.

Plain **navy blue shorts** for both indoor and outdoor wear. These can be purchased from our suppliers. (Girls may choose navy blue skorts in place of shorts).

Navy and light blue sports socks (long) for all lessons. Available from Monkhouse or KITZ UK. Plain white ankle sport socks are allowed during the summer term for summer sports. (No trainer socks permitted).

New navy reversible rugby shirt with sky blue stripes. This shirt can be worn outdoors by the **boys in years 7-11**, (optional).

New navy branded leggings are available for the girls as an option instead of the tracksuit bottoms Y7-11, and these can also be utilised for Dance. They can be purchased from our suppliers.

Navy CWLC branded sweatshirts are the new 'outer' layer for girls or boys. These are available from Monkhouse and KITZ UK and should have the students initials on the front. Only KITZUK embroider names on them.

Plain Navy Tracksuit bottoms can be worn during colder months, these must be non-branded without any stripes down the legs. CWLC branded tracksuit bottoms can be purchased from both uniform suppliers.

Navy CWLC branded base layers are available, as an optional item, and can be ordered from KITZ UK, www.playerlayer.com or www.academyshop.co.uk

Footwear

Training shoes (not canvas, see website for further guidance) - for indoor, hard-court, astroturf and summer activities on the field.

To avoid the potential for students wearing the same black trainers for both school and PE, PE trainers must not be plain black.

Studded boots are required for rugby lessons if accessing the field, rugby matches and football matches on the school field. We have a small selection of boots onsite to help/support if required. Staff will help guide students.

Please note that safety studs are required. Football lessons will be held on the astroturf so trainers will be required for these lessons.

Additional Kit

Shin pads are required for football and hockey lessons.

Gum shields are compulsory for contact rugby and recommended for hockey lessons.

Parents can order and pay for PE kit online.

Go to the school website - Parents and Students - Uniform and PE kit- and scroll down.

**PLEASE ENSURE THAT ALL UNIFORM AND PE KIT
IS CLEARLY NAMED**

Free School Meals

Free School Meals can only be awarded if you or your partner are claiming either:

- ◆ Income Support
 - ◆ Income-based Job Seeker's Allowance
 - ◆ Income-related Employment and Support Allowance
 - ◆ Support under Part 6 of the Immigration and Asylum Act 1999
 - ◆ Child Tax Credit and your annual income is less than £16,190
 - ◆ Guaranteed Pension Credit
 - ◆ Working Tax Credit run-on
 - ◆ Universal Credit provided they have an annual net earned income not exceeding £7,400 (£616 per month)
-

Accessing Free School Meals is very discreet. Your child will use their 4 digit catering pin and no-one will know how their account is credited.

You only need to apply once for ALL your children, even if they attend different schools.

If you qualify for a free school meal under the benefit criteria, a letter from Worcestershire County Council will be sent to you confirming your free school meal award.

How to apply:

<https://www.worcestershire.gov.uk/schools-education-and-learning/free-school-meals>

Click 'Apply online'

Please submit an online application via this Citizen's Portal to register your details with us so that we can keep in touch with any updates.

Each valid claim benefits our school by giving us extra funding to support your child's education. Please apply if you believe that you are eligible.

Whilst eligible for free school meals you must let the Local Authority know:

- ◆ Any changes in your circumstances e.g. Change of address or name

The County Education Department will review your claim on a regular basis and may require further up to date proof.

If you have any further queries you can contact them by telephone on 01905 845280
or by email at: FreeSchoolMeals@worcestershire.gov.uk

Two Rivers Kitchen

Our Two Rivers Kitchen provides a wide and varied choice of hot and cold food that changes on a daily basis. There are seasonal meal deals to make the most out of your money, and a commitment to giving nutritionally-balanced lunches. However, the onus is on the students themselves to make the best choices from the options we offer, to develop independence and variety in their diet.

If your child is given cash, please be aware that Sainsbury's is accessible to all students before and after school, and children may not always make the healthiest choices! Talking to them about their food options may help them make sensible choices when they are given more freedom at secondary school. Checking on your child's food purchases is also easy via ParentPay website if you wish to do so.

Two Rivers Café – Breakfast 8.00-8.30am every day

Breakfast kick starts the body's metabolism, the process where the body converts fuel in food to energy and boosts brain power. At the Breakfast Café we offer pastries, toast, fruit, bacon sandwiches and cereal.

Hot and Cold Sandwiches

Traditional and speciality breads filled with fresh and tasty fillings, including all the popular choices alongside items such as wraps, baguettes, panini and hot filled sandwiches.

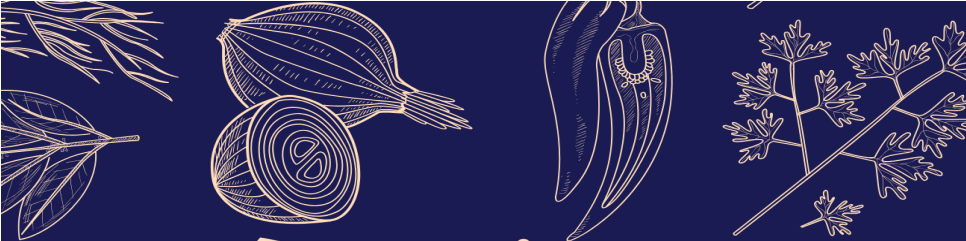
Hot Food Concepts

An extensive selection of hot food concepts including deli-style sandwiches, pizza, pasta and wraps, plus a range of new and exciting chef's specials.

Deli Choices

We have "Grab and go" choices to suit everyone - fresh and crispy salad pots, pasta pots, jacket potatoes with hot and cold fillings. There are various sweet options including fresh fruit salad pots, yoghurt and granola pots, plus a selection of homemade cakes and cookies.

Sample Menu



<i>Two rivers</i> <i>kitchen</i> WEEK 2 MENU	
MONDAY	TUESDAY
BBO chicken wrap with wedges & slaw £2.70	Chicken tikka masala with basmati rice £2.70
Pasta beef Bolognese with garlic bread £2.70	Roasted pepper & tomato pasta with garlic bread £2.70
Pot of wedges £1.30	Cheese, bean & hash brown wrap £2.00
Butternut squash & leek risotto with garlic bread £2.70	Jacket potato with cheese & beans £1.80
Jacket potato with cheese & beans £1.80	
WEDNESDAY	THURSDAY
Southern fried chicken loaded mac & cheese £2.70	Cheese & tomato pasta with garlic bread £2.70
Cauliflower cheese roast dinner £2.70	Salt & pepper chicken gyros £2.70
Beef burger £2.00	Sweet potato falafel gyros £2.70
Pot of roast potatoes £1.30	Jacket potato with cheese & beans £1.80
Jacket potato with cheese & beans £1.80	
FRIDAY	
Battered chicken bites & chips £2.70	
Sausage & chips £2.70	
Cheese & bean wrap & chips £2.70	
Fish & chips £1.30	
Pot of chips	

Cashless Catering

What is a Cashless System?

The cashless system consists of a computer controlled by specialist software that recognises each registered individual. The system holds individual cash balances, tracks cash spent or received and records what food is purchased by the student at any time on any specific date. When your child joins CWLC, they will be issued with a 4 digit catering pin.

How does the student obtain a school meal?

The student will use a 4 digit pin code in front of the point of sale touch screen. A display will show the operator the student's name, class and current cash balance held within the system. The selected food items will be entered into the system from an itemised keyboard while the amount spent and new cash balance will be shown on the display.

What are the benefits of a cashless system?

Our main objectives for promoting a cashless system are:-

- ♦ To provide a more efficient delivery of the service for the benefit of the students and caterer by reducing queuing times at the tills.
- ♦ Discourage the misuse of school dinner money through spending in shops outside schools.
- ♦ Alleviate many of the problems associated with the use of cash in schools.
- ♦ Automatically and anonymously credit free school meal allocations to eligible students removing any stigma connected with receiving a free school meal.

How is the money entered into the catering system?

- ♦ Using a secure online payment facility which can be accessed through the school's website. Details will be given to you by the school with a reference number allowing you to do this.
- ♦ By cash into the revaluation units situated in the Canteen. These take £5, £10 and £20 notes, £2, £1, 50p, 20p, 10p, coins - no copper accepted.
- ♦ There is no minimum or maximum amount that has to be credited to the account before it can be used. (However the account must be in credit to purchase food).

The school strongly encourages parents to pay using the online facility as this reduces the need to find cash to give to students, the risks of losing cash or spending it elsewhere and gives parents assurance that the lunch money can only be spent on a healthy meal provided by the caterer. It also means that students will not have to queue to credit their accounts and will give them more time to play or eat meals.



Cashless catering

If we pay for a set number of meals can it be spent in one day?

A daily spend limit of £10.00 has been set for all students and no food above that limit can be bought unless there is a specific dietary reason that has been notified to the school. You might wish to set a lower daily spend limit to include a school dinner and cover the cost of break time snacks. The system can also be used to identify any items the student is not allowed either by choice or dietary needs however these must be confirmed by the parent/carer in writing to the school.

What about students entitled to a “free school meal”?

The system works exactly the same for all students whether they pay or have a free school meal. The amount allocated for the free school meal will be entered daily, (NB if unused or if the child is absent the allowance does not carry over to the next day.) Students can add additional credit to their account via revaluation units or online, which can be spent at any time. Any balance from this amount will be carried forward to the next school day.

Where do students go if there is a problem with their account?

Students should contact the catering staff in the main canteen as they manage the online catering system.

New students should also follow this procedure.



Learning Resource Centre

Books

The LRC houses over 10,000 books, suitable for a wide range of reading abilities. We have a large collection of contemporary fiction and non-fiction, as well as DVDs, newspapers, magazines and access to online resources. At CWLC students are encouraged to have a book with them at all times as we take part in Drop Everything and Read (DEAR) everyday during Guidance Time.

LRC computers

There are 24 networked computers in the LRC. They are available for school work, course work and homework from 8am until 5pm and supervised at all times by a member of staff.

Accelerated Reader

Accelerated Reader is a reading scheme available to students when they start in year 7. AR motivates students of all ages and abilities to read for pleasure. Students with higher reading ages will be encouraged to read widely by trying more challenging books.

How it works

All year 7 students will do a reading test on the computer at the beginning of the year to give them an approximate reading level. They will quickly move up the levels as they become confident and enthusiastic readers. We have competitions and incentives throughout the year to encourage the students to read as much as possible.

Independent research on Accelerated Reader shows:

‘Children and young people who use AR enjoy reading more, are more likely to have a favourite book, read more frequently and a greater variety of fiction genres, and are more likely to believe that reading is cool than children and young people who do not use AR’.

Findings from the National Literacy Trust’s 2012 annual literacy survey on reading enjoyment, reading behaviour outside class and reading attitudes by Christina Clark, 2013.

The importance of Reading

Information on the importance of reading shows that:

63% of all jobs need a reading age of at least 16+ (In 2010 it was 13+)
43% of adults with poor reading and literacy skills live in poverty BUT only 4% of adults with strong reading and literacy skills live in poverty
Students who read books frequently are FOUR times more likely to go to university.

READING FOR PLEASURE

“If you don’t enjoy reading, you haven’t found the right book.” JK Rowling

Learning Resource Centre

What can parents do to help?

We will ensure that your child reads at school in English lessons and in guidance time but please support us by encouraging your child to read at home. Studies have shown that twenty minutes of reading per day will help their progress in every subject area.

Author visits and events

Throughout the year the LRC will hold author visits, competitions and events to inspire students. This year we had award winning author, Steve Cole (Astrosaurus, Young Bond and Doctor Who) into school to talk to the whole of Year 7 and Year 8. We held a costume competition to celebrate World Book Day, and ran our very own Book Award with Y8 students. Past visitors have included Tim Bowler and former Poet Laureate Carol Ann Duffy.



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STUDENT A	STUDENT B	STUDENT C
Reads for 1 minute a day	Reads for 5 minutes a day	Reads for 20 minutes a day
8,000 words	282,000 words	1,8000,000 words
Lowest 10% of attainment	Top 50 % of attainment	Top 10% of attainment

Opening Times

We provide a supervised, welcoming environment for students throughout the day.

We are open before and after school and during break and lunchtimes.

Monday - Friday 8.00 am- 5.00pm

<https://christopherwhitehead.co.uk/lrc/>



The House System

- ♦ If you have other children at the school your year 6 child will be placed in the same house.
 - ♦ If you have previously had children at the school, your year 6 child should still be placed in the same house. If this is not the case you may wish to email Mr Prosser (see below) with appropriate information.
 - ♦ All other year 6 children will find out their allocated houses in the summer term.
 - ♦ Information about how our house system works can be found on the school website.
-

Brunel - Mr M. Wickham
m.wickham@cwlc.email

Curie - Mr D. Hunt
d.hunt@cwlc.email

Da Vinci - Mr D. Stokes
d.stokes@cwlc.email

Pankhurst - Mr A. Prosser
a.prosser@cwlc.email

Seacole - Mrs C. Arif
c.arif@cwlc.email

Shakespeare - Mrs B. Morgan
b.morgan@cwlc.email

Please see more information about the Houses, Directors of Studies and Learning Mentors on our school website.

Fundraising and support at CWLC

Supporting the school to buy resources and equipment, and to support our community and charities e.g. Worcester Foodbank, we run a variety of fundraising events and initiatives throughout the year.

Ways you can support school

Annual Christmas Fayre

Third Saturday in November. Parent/carer volunteers welcome. Includes: over 70 craft and gift stallholders, bric-a-brac, Santa's grotto, chocolate and bottle tombolas, wreath making, craft workshops, hot food and drinks, cakes and so much more.

We collect games, puzzles, toys, soft toys, books, stationery and good condition unwanted gifts throughout the year, which are sold on the school bric-a-brac stall. Please drop any items into Reception all year round.

Easyfundraising

Use the app on your mobile phone or tablet or by using the website. It's easy and doesn't cost you any extra!
<https://www.easyfundraising.org.uk/causes/cwlc/>

Worcester Community Lottery

From £1 per week.
<https://www.worcesterlottery.org/support/christopher-whitehead-language-college>

Rag Bag Textile Bank

Situated on the Malvern Road car park.

CWLC PTA

In March 2021 a new PTA group was formed by staff and parents, who were keen to support the school in raising funds and contributing to the school community and events calendar. Their events and initiatives are promoted on the school website and social media pages.

Website: <https://christopherwhitehead.co.uk/>
Facebook: [cwlcfundraising](#) /Christopher Whitehead
X (formerly Twitter): CWLCandSF
Instagram: [cwlcfundraising](#)

Term Dates for Academic Year 2025 - 2026

Autumn 2025

TED (school closed to students)	Monday 1st September
TED (school closed to students)	Tuesday 2nd September
Term Starts for all students	Wednesday 3rd September
TED (school closed to students)	Friday 17th October
Half Term	Monday 27th October - Friday 31st October
Term Ends	Friday 19th December

Spring Term 2026

Term Starts	Monday 5th January
Half Term	Monday 16th February - Friday 20th February
TED (school closed to students)	Thursday 19th March
Term Ends	Friday 27th March

Summer Term 2026

Term Starts	Monday 13th April
Bank Holiday	Monday 4th May
Half Term	Monday 25th May - Friday 29th May
Term Ends	Friday 17th July

TED - Teacher Education Day.

Other Dates (2026)

Good Friday	Friday 3rd April 2026
Easter Monday	Monday 6th April 2026
May Day	Monday 4th May 2026
Whitsun Bank Holiday	Monday 25th May 2026

N.B. By issuing these dates at this early stage, we are trying to give staff, students, parents and partner schools as much notice as possible, so appropriate planning can take place. We believe that, with this long period of notice, it will be unnecessary for parents to take their children out of school on holiday during term time.

All facts and figures in this booklet were accurate at the time of printing, May 2025.

Christopher Whitehead Language College & Sixth Form
Bromwich Road, Worcester, WR2 4AF
<https://christopherwhitehead.co.uk>