



Sacred Heart
Catholic High School

Information for Parents & Students

Sept 2026-27

Details for each Year Group are as follows:

Wednesday 2nd September 2026

Year 7 Please assemble at **8.40 am** in the Rose Auditorium to meet with your Head of Year, **Miss Evans**, your Deputy Head of Year **Miss Bennett**, and your Personal Tutors.

Year 12 Please assemble in the 6th Form Common Room at **8.40 am** to meet with your Head of Year, **Mrs Burgess**, to begin an Induction Day

Thursday 3rd September 2026

All Year groups are in school (Year 7,8, 9 and Year 11 should go straight to their Form Rooms).

Year 7 Please go straight to your form room at 8.40am and meet with your Personal Tutor

7NOR	Mrs N Oliver	Ma4
7DSN	Mr D Stapleton	IT4
7BNN	Mr B Nicholson	Ma5
7JCB	Mrs J Caisley-Britton (&Mrs S Naylor)	Re4
7EAS	Mrs E Adams (&Mrs L Bould)	Ln3
7ECW	Mr E Cockshaw	G1
7OWD	Miss O Wood	Ln1
7DMG	Miss D Graham	G4

Year 8 Please go straight to your form room at 8.40am and meet with your Personal Tutor

8CSL	Mrs C Small (& Mrs C Shand)	Ma3
8SSE	Mrs S Sweet (&Mrs R Webb)	En1
8IMY	Mr I Murray	Ma1
8SPR	Mrs S Palmer	Ma7
8JFL	Mrs J Flavell	G5
8KRN	Mrs K Robertson	Ln2
8SBY	Miss S Beardsley	G2
8STN	Mrs S Thompson (&Mrs S Billingham)	Ln4

Year 9 Please go straight to your form room at 8.40am and meet with your Personal Tutor

9JCH	Mr J Cornish	En3
9SCL	Miss S Coldwell	En4
9ABK	Mr A Brooks	Re3
9RRN	Mr R Robertson	En7
9RME	Ms R McCabe (&Miss C Thompson)	En2
9JAR	Mr J Arnold	Re5
9JBT	Miss J Bennett	IT1
9LFD	Mrs L Floyd	En5

Year 10

Please **assemble at 8.40 am in the Rose Auditorium** to meet with your Head of Year 10 **Mrs Wood**, Deputy Head of Year **Miss Milburn**, and Personal Tutors.

10LSS	Miss L Stocks	Ar1
10ASH	Mr A Skeoch	Ma2
10SDE	Mrs S Denton	Ma8
10GFR	Miss G Foster	Ma6
10EDN	Miss E Duncan	En6
10ASK	Mrs A Stokoe (&Ms E Carpenter)	Gs5
10ARN	Mr A Robertson	G3
10AKG	Miss A King	Ar2

Year 11

Please go straight to your form room at 8.40am and meet with your Personal Tutor.

11MLE	Mr M Lee	Hi1
11TOS	Mr T Oates (& Mrs K Russell)	Re2
11CMO	Mrs C Mason	Re1
11JKR	Mr J Kerr	Re6
11WWM	Mr W Whittingham	Hi3
11CPC	Mrs C Pisarevic	Ar3
11OBN	Mr O Burton	En8
11KWY	Dr K Weatherly	Hi2

Year 12

Please assemble at 8.40 am in the Sixth Form Common Room to meet with your Head of Year, Mrs Burgess, and your Personal Tutors.

12C	Mrs J Perry	S2
12O	Mrs K Palma	S3
12U	Mrs A Findlay (&Mrs K Bannister Grey)	S13
12R	Miss K Jones	S12
12A	Mrs A Parkin	S4
12G	Miss L Gilhespy	S6
12E	Mr P Mulhearn	S16

Year 13

Please go straight to your form room at 8.40am and meet with your Personal Tutor.

13C	Mr G Brown	IT2
13O	Mr M Edworthy	IT3
13N	Mrs L Cherryman-Clark	S11
13F	Mrs L Davies-Jones	S14
13I	Mrs D Varley (&Mrs K Bannister Grey)	LN5
13D	Mr M Simpson	S5
13E	Ms L Hawthorn	S15

RESPECT FOR PEOPLE AND PROPERTY

Our School is founded upon the Gospel of Jesus Christ, His teachings and values as seen in the light of the tradition of the Society of the Sacred Heart. The basic principle is, therefore, **mutual respect**. This applies equally to all members of the School community; staff (both teaching and non-teaching), students, parents, governors and visitors.

Our emblem is an open heart with Christ's love flowing out to the world. Let your actions and words be a vehicle for His love, striving always to support and affirm one another in a community where there are no divisions of ability, colour, culture or race. Measure your words and actions for their potential to nurture and support each other.

Any behaviour which threatens the individual, School, the School community e.g. the person, dignity, good name, the right to education or a person's/school's property is unacceptable and will not be tolerated.

STUDENTS

- Please report bullying (including cyber-bullying) and prejudice of; race, faith, culture, ability, or sexuality (protected characteristics), as soon as possible to any of the following:

Personal Tutor, Subject Teacher, Head of Year, Deputy Head of Year, School Counsellor, Chaplain, Parents.
Discreet and appropriate action will be taken.

- Value your education at Sacred Heart and respect the entitlement of all students to their education and the right of your teachers to an atmosphere of co-operation in class. Behaviour which disturbs the working environment of the classroom and learning will not be tolerated.
- Recognise that your dignity depends on your conduct. Never let your actions or speech compromise your dignity. Be aware that, when you are in school or going to and from school, your behaviour and uniform must reflect the high standards set for you by home and school.
- The reputation of the School and its community is important and the School will not accept actions which might affect this.

PARENT or CARER

- Report any concerns you have to school via email to:
enquiries@shhs.org.uk as soon as possible (FAO Head of Year), enabling the School and home to work together to find a solution. The School will aim to respond with 24 hours (excluding weekends).
- Encourage your daughter to value herself and have dignity for herself and be kind to others.

Within this framework our aim is that each student will enjoy their years at Sacred Heart Catholic High School

SCHOOL UNIFORM

Students of Sacred Heart Catholic High School are recognised by their uniform and are expected to be proud of it and to act at all times, in such a way, that they bring credit to the School.

UNIFORM FOR KS3-4 STUDENTS

It would be helpful in identifying lost/misplaced items by having uniform items labelled with your daughter's name. (uniform may be bought from the school outlet, however some items may be bought from other outlets i.e. those other than kilts and not requiring a school badge.)

School tartan kilt or trousers	School kilts worn at knee length ; skirts must not be rolled up and the waistband must be clearly visible.	
School blazer	School blazer worn at all times; sleeves must be rolled down.	
White blouse/shirt	White blouse or shirt with an open neck collar. Polo shirts are not to be worn.	
Sweaters	Official school sweaters may be worn underneath a school blazer.	
Shoes	Shoes should be entirely plain black, sensible school shoes (no high heels for safety reasons). No boots, trainers, canvas shoes, sling backs or crocs are allowed. A boot is footwear that comes above the ankle bone.	
Socks/Tights	Must be plain white or black (worn below the knee) or plain black tights can also be worn.	
Coat	May be worn to and from school as the weather demands. Coats should be in keeping with school uniform and should fit over the school blazer. Leather, denim, suede and sheepskin are NOT considered suitable for school wear	
Jewellery	No jewellery may be worn at all (other than a watch). This includes ear/nose studs, or piercings made of any material. A plaster covering is not acceptable. Breaches of this rule will lead to confiscation* of the jewellery (plastic piercings/studs will be disposed of). Confiscated jewellery will only be returned to the student in reception at the end of the School day (at 3.45pm) on the Friday, (if confiscated on a Thursday, it will be returned the Friday of the next week). Note: Smart watches are not allowed in school.	
Hair	Hair must be neat. If long it must be tied back off the face in a ponytail, plait or bun worn low at the back and centre of the head. Hair plaited with beads poses a health and safety hazard and is therefore not permitted. Unnatural colouring/streaking of hair/hair extensions or extreme haircuts are also not permitted	
Make-up	Make up must not be worn (including nail varnish, false nails, false eyelashes or semi-permanent eyebrows)	
Head-covering	No longer than shoulder length in plain black or navy blue	
PE Uniform All items will include school logo and must be purchased from School Outfit Company	Years 7 and 8 Polo shirt Shorts or leggings Tracksuit bottoms Hoody * Trainers ** Skort (optional)	Years 9, 10 and 11 Polo shirt Shorts or leggings or tracksuit bottoms Tracksuit bottoms Hoody * Trainers ** Skort (optional)
* These must be sports trainers and not a fashion style trainer such as converse or similar. These are to be purchased independently from the rest of the PE kit. ** Any student representing the school at Netball will be provided with a skort by school. All students have the option to wear a skort for some activities during lessons (Netball, Badminton, Tennis and Rounders).		

Students are expected to follow the uniform code to and from school, as well as in school. Students in incorrect uniform that cannot be corrected will be placed in restriction (Inclusion Room), until the issue is rectified.

Sixth Form Dress Code

The Sixth Form set an example to the rest of the school in maintaining high standards; we expect them to look smart and business-like.

School Expectations of Sixth Form Students

Sixth Form students provide a visible bridge between the younger students in years 7-11 and the teachers in the school. With this in mind we expect students in the Sixth Form to take leadership in this area and demonstrate that they are supporting the school in its aspiration towards high standards in all areas.

We all know that fashions change over time such that a prescriptive list of acceptable / unacceptable clothing, jewellery and hairstyles is challenging. The general rule of thumb is that if you wouldn't wear it to an interview, don't wear it to school. If you are in clothing that is in our opinion inappropriate for an interview then you will be asked to adjust your appearance in school; if this is not possible you will have to return home to change.

The final decision as to what is, or is not, appropriate dress, lies with the Head of Sixth Form.

Suitable Styles

Essential	Jacket	A black suit jacket (purchased from school uniform suppliers) is compulsory in school at all times
	Shirt	- A plain white blouse or shirt - No other colours should be present
	Skirt/Trousers	- Tailored plain black skirt with no other colour. The skirt should be of professional length (typically just above the knee) - Full length tailored suit-style trousers in plain black with no other colour.
	Shoes	- Black shoes, suitable for school - Smart black ankle boots
Optional	Jumper	- Wearing a jumper is optional - A plain black jumper, V or crew neck - A plain black cardigan - No other colours should be present
	Coats	Outdoor coats can be worn to and from school in the event of inclement weather
General		- Subtle make-up - Subtle ear rings - Single small nose stud piercing

INSURANCE COVER (*Students*)

Policy Statement

In keeping with the statement of the Aims of the School, it is important that each student takes full responsibility for her own property and that she respects the property of others and of the School. Students are therefore advised to bring to school only such items of clothing and property, which are essential and appropriate for use in school.

Guidelines for Parents/Carers

1. The School does not provide insurance cover in respect of students' personal property. It is the responsibility of parents to ensure that they have appropriate insurance cover for their daughters' personal effects. We advise parent that expensive items should not be brought to school.
2. Under the budgetary arrangements of local financial management, the School is not able to budget for ex-gratia payments in respect of loss or damage to students' personal property.
3. The School does not provide personal accident insurance for students. It is the responsibility of parents to arrange this cover if they so wish.
4. On all school outings, except for those visits which take place within Newcastle and entirely within the school day, students are insured through the School Journey Insurance cover. The cost of this insurance cover is included in the cost of the outing.

Parents who have concerns about their daughter's property should contact the appropriate Head of Year.

(Please check the school website for any updates to this policy)

HOMework GUIDELINES

Homework is part of your daughter's contribution to achieve successful learning.

It is in your daughter's own best interests to follow these guidelines:

1. A student planner will be given to your daughter at the beginning of each school year.
2. The planner is to be used sensibly to record: work given; work done voluntarily; marks and grades achieved.
3. At the front of the planner, she will complete her timetable and subject teachers.
4. To help organisation she must have her planner with her for registration and all lessons, and expect to show it to staff on request.
5. Homework is regularly given.
6. It is your daughter's responsibility to hand work in on time.
7. If she has not been given set homework on a particular night, use the time to read, revise and 'catch up'. Make a note in the planner of this voluntary work.
8. Take pride in her work and homework.
9. If your daughter loses her planner she will need to buy a replacement immediately. This will cost £4.00 to replace the planner. She should speak to her Head or Deputy Head of Year.

MOBILE TELEPHONES

Mobile Phones and Smart Devices

The Department for Education has issued updated guidance regarding the use of mobile phones in schools. The guidance states that schools must prohibit the use of mobile phones throughout the school day, including during lessons, movement between lessons, breaktime and lunchtime.

The School's policy remains that **mobile phone use by students is banned on the school site.**

Students are strongly advised not to bring mobile phones or personally-owned mobile devices to school. Where a student chooses to bring a phone or device to school, it **must be switched off before entering the school site and stored in their locked locker for the full school day.** It must not be kept on the student's person.

Mobile phones and personally-owned mobile devices brought into school are the responsibility of the device owner. The School accepts no responsibility for the loss, theft or damage of personally-owned mobile phones or devices, except where a device has been formally confiscated and placed in school storage.

Students are not allowed to use, switch on, check, or handle any phone or personally-owned mobile device during the school day. This includes texting, phone calls, photography, video recording, internet use, social media, apps, listening to music, messaging, email or any other form of communication.

Staff will not permit students to use their own mobile phones for any school activity, including photography, accessing the internet or using apps.

Students are not allowed to contact anyone via phone call, text, social networking, messaging app or email during the school day. This includes parents/carers. Students may contact parents/carers in an emergency by using the School Office.

Parents/carers must not contact their child on a mobile device during the school day. Any urgent message must be sent through the School Office and school would appreciate your support in this matter.

If a phone or personally-owned mobile device is seen, heard, used, switched on, accessed, handled, found on a student's person, or found outside the student's locked locker during the school day, this will be treated as a breach of the policy and will lead to confiscation.

The confiscated phone or device will be logged and kept securely in a safe. It will be returned to the student from Reception at 3.25 pm at the end of the school day on the following Friday. If the phone or device is confiscated on a Thursday or Friday, it will be returned to the student at 3.25 pm on the following Monday.

When a student has their phone or device confiscated, the School will, if needed, allow the student to contact home using the School's phone system to explain that their phone or device has been confiscated and when it will be returned.

Reasonable adjustments or agreed exceptions may be made for medical, SEND, safeguarding or other exceptional reasons. Any exception must be approved by the School in advance and will specify how the device is to be managed during the school day.

SCHOOL MEALS

We will continue to adopt and develop healthy eating strategies that enhance the health and well-being of the children at Sacred Heart.

From September 2026 the **cost of a Meal Deal is £3.10**

For anyone who has not yet applied for Free School Meals please see the link below for further information:

<https://www.newcastle.gov.uk/services/schools-learning-and-childcare/help-school-and-learning-costs/apply-free-school-meals>

Newcastle City Council operate an **Apply Once** process for Free School Meals. During your child's academic life you will only ever have to apply once for Free School Meals while they attend a Newcastle school. If your application is refused, they will continue to check your details on a weekly basis.

LITTER

Newcastle upon Tyne City Council is engaged in a National Initiative to reduce litter. Enforcement Officers will operate in the streets around the School.

In the unlikely event that your daughter is discovered dropping litter she will be approached by an Officer who will ask for her name, date of birth, phone number. They should show their ID and be in an official uniform. If she is under 14 years of age her name will be forwarded to the School for appropriate individual guidance. However, if she is over 14 years of age you may receive notification from the council that she is to be fined (this could be £50). The alternative to paying the fine is, we understand, a court appearance.

The message is clear, please advise your daughter **NOT TO DROP LITTER** and to keep our City and surrounding area of the School a place to be proud of.

We also take great pride in our School grounds and urge students to use the bins provided to get rid of their rubbish. This also supports the Site Staff and Cleaners who work hard to keep the School clean for all members of the School.

TRANSPORT TO AND FROM SCHOOL, PARKING AND ACCESS TO SITE

The school site has very limited access and the route through school is only wide enough for one vehicle at a time. Parents and carers should not drive up the main school drive to drop off or collect students. Students should be dropped off and collected on Fenham Hall Drive or other nearby access roads.

The front of school is particularly busy at the end of the day when students are leaving the site. In the interests of safety and safeguarding, and to reduce the risk of an accident, the **front gates to the school site are closed each afternoon from 2.45pm until 3.45pm**. During this time, parents and carers will not be able to access or exit the front of school by vehicle from Fenham Hall Drive.

Where possible, we encourage students to walk to school or use public transport, including local bus services. If parents and carers do need to drive, we ask that they park considerately away from the school site and allow their daughters to walk the short distance to school safely.

Parents and carers are also reminded not to come onto the school site on foot at the end of the day unless they have an appointment. Anyone accessing the site without an appointment will be challenged by duty staff.



Please park legally and considerately in the surrounding streets, including Ord Court. Do not block driveways, park in private bays, park on pavements, or cause obstruction to local residents.

These arrangements are in place to support the safety and safeguarding of all students. Thank you for your cooperation.

TRAVEL ON BUSES

It is extremely important for the safety of your daughter that she behaves sensibly and with consideration for other passengers on buses. It is also vital to use the safety crossings provided.

Details of public transport to and from school may be obtained from local bus companies. Scholar and school bus details may be obtained from the School Office.

SCHOLARS SERVICES SEPTEMBER 2026-27

AM SERVICES

134 SERVICE DEPARTS – 07:40 MORMON CHURCH TURNING CIRCLE FAWDON

Mormon Church turning circle, Kingston Park Road, Brunton Lane, Brunton Road, Windsor Way, Brunton Lane, KINGSTON PARK SHOPS (0752), Tudor Way, Ponteland Road, Main Road, KENTON BANK FOOT (0756), Station Road, Newbiggin Lane, BEDEBURN ROAD (0800), Newbiggin Lane, TREVELYAN DRIVE (0803), Newbiggin Lane, (Clockwise loop around Newbiggin Hall Estate), BEAUMONT TERRACE (0810), Stamfordham Road, Silver Lonnen, NETHERBY DRIVE (0820), Fenham Hall Drive

ARRIVES SACRED HEART R.C. SCHOOL 08:30

135 SERVICE DEPARTS – 07:16 SIR BOBBY ROBSON WAY

SIR BOBBY ROBSON WAY, PARK & RIDE (0718), WAGON WAY DRIVE (0722), Roseden Way, COMMUNITY CENTRE (0725), Roseden Way, Brunton Lane, WARKWORTH WOODS (0728), Brunton Lane, Brunton Lane, Great North Road, REGENT CENTRE (0736), Gosforth High Street, Church Road, Church Avenue, SOUTH GOSFORTH METRO (0743), Station Road, Haddricks Mill Road, Matthew Bank, Jesmond Dene Road, BLUE HOUSE (0749), Grandstand Road, KENTON ROAD /KENTON LANE JUNC (0759), Kenton Lane, KENTON BAR (0813), Ponteland Road, Cowgate roundabout (0820), North West Radial Road, Grandstand Road, Ponteland Road, Fenham Hall Drive

ARRIVES SACRED HEART R.C. SCHOOL 08:30

PM SERVICES

134 SERVICE DEPARTS – 15:40 SACRED HEART SCHOOL

Fenham Hall Drive, Netherby Drive, Silver Lonnen, Stamfordham Road, BEAUMONT TERRACE (1543), Newbiggin Lane, Trevelyan Drive, Newbiggin Lane, NEWBIGGIN HALL BEDEBURN ROAD (1552), (anticlockwise loop around Newbiggin Hall Estate), Newbiggin Lane, Station Road, BANKFOOT (1555), Main Road, Ponteland Road, Tudor Way, Brunton Lane, KINGSTON PARK SHOPS (1600), Brunton Lane, Windsor Way, Brunton Road, Brunton Lane Kingston Park Road, Fawdon Kingston Park Road East bound stop

ARRIVES KINGSTON PARK ROAD (Fawdon E/Bound stop) 16:05

135 SERVICE DEPARTS – 15:35 SACRED HEART SCHOOL, Convent Rd

Fenham Hall Drive, Two Ball Lonnen, Cowgate roundabout, Ponteland Road, KENTON BAR (1545), Kenton Lane, Kenton Road, Grandstand Road, BLUE HOUSE (1555), Jesmond Dene Road, Matthew Bank, Haddricks Mill Road, Station Road, SOUTH GOSFORTH METRO (1605), Church Avenue, Church Road, Gosforth High Street, REGENT CENTRE (1611), Great North Road, Brunton Lane, WARKWORTH WOODS (1620) Brunton Lane, Roseden Way, COMMUNITY CENTRE (1623) Roseden Way, WAGON WAY DRIVE (1626) PARK& RIDE (1629) SIR BOBBY ROBSON WAY

ARRIVES SIR BOBBY ROBSON WAY 16:31

WHAT IF YOUR DAUGHTER NEEDS HELP?

If you or your daughter should need help or support with any problems, here are some of the people who are available for you to email (enquiries@shhs.org.uk) or talk to on the following telephone number: **0191 274 7373**

Year	Head of Year	Deputy Head of Year
7	Miss Evans	Mrs Bennett
8	Miss Baldwin	Miss Rowell
9	Mr Olver	Mrs Woodhams
10	Mrs Wood	Miss Milburn
11	Miss Peplow	Miss Watson
12	Mrs Burgess	
13	Mrs Richardson	

COMMUNICATION FROM SCHOOL

PARENT PORTAL (ARBOR)

We now use a system called Parent Portal to communicate to parents.

In order to maximise the effectiveness of Parent Portal we ask all parents (if you have not done so already) to do the following:

Download the **Arbor App**, either from Google or Apple, to your mobile phone and register as your daughter's primary contact. Search '**Arbor**' in either Apple App Store or Google Play Store, open the camera on your phone and scan this QR code:



It is essential you 'Allow Notifications' as then any message we send you will appear on your phone without you logging in. Once you have registered, we will be able to see that you are active and know that any information we send will go directly to you.

If you are having difficulty logging in, there is a troubleshooting guide here:



Alternatively, it may be that your contact details are out of date on our records. If this is the case, please scan this QR code and complete the form, we will check our records and get back to you.



We hope, in time, to move more of our electronic processes and communications, such as iPay, trips, clubs and visits, and Parent Evening bookings over to Arbor, but before we can do that, we need all parents to download the **Arbor App**.

HOLIDAYS DURING TERM-TIME

We ask Parents/Carers not to arrange holidays during School term-time that will involve their daughter in missing school. There are 13 holiday weeks during the year. It is detrimental to your daughter's education to miss any of the year's school work. Holidays in School term cannot be authorised.

We have become concerned that many parents assume that they are entitled to take their daughter out of school for ten school days and several families are asking for even more time than this.

Government guidelines on this issue state that Headteachers are only able to authorise holiday during term time in "exceptional circumstances". If you would like to discuss taking your daughter out of school please contact the relevant Head of Year in the first instance.

We understand the difficulties parents face in balancing family holidays with work commitments but we also ask you to put your daughter's education as your highest priority.

School Holidays and Training Days for 2026-2027

Autumn Term

Term Starts	Wednesday 2 September 2026 (Year 7 / Year 12 only) Thursday 3 September 2026 (all other Year Groups)
Half Term Break	Monday 26 October to Friday 30 October 2026
Term Ends	Friday 18 December 2026 (12.45pm finish)

Spring Term

Term Starts	Monday 4 January 2027
Half Term Break	Monday 15 February to Friday 19 February 2027
Term Ends	Thursday 25 March 2027 (12.45pm finish)
Easter Break	Friday 26 March to Friday 9 April 2027

Summer Term

Term Starts	Monday 12 April 2027
Half Term Break	Monday 31 May to Friday 4 June 2027
Term Ends	Friday 16 July 2027 (12.45pm finish)

Training days:

Tuesday 1 September 2026

Friday 16 October 2026