



The King's (The Cathedral) School
Peterborough

Year 7 Parent Handbook

Statement of Values and Ethos of The King's School

The King's School is a partnership between students, staff, parents and Governors who seek to create within the School and the community an educational environment in which the strengths and potential of all are realised, the needs of individuals are respected, and high expectations are achieved. We seek:

To recognise and value the contribution of every member of the School community.

To maintain the tradition of achievement and academic excellence to the best of each individual's ability.

To foster a community in which good mutual communications are promoted and in which, through pastoral care, all students achieve self-esteem and an appreciation of others, with a sense of responsibility for their environment.

To provide a broad range of extra-curricular activities that give opportunities for all to develop individual interests and skills.

To encourage a happy, well-motivated staff to work effectively and successfully through good leadership, efficient structures and provision of resources.



*The basis for these values is the Christian ethos of the School:
 ‘many members, but one body, as it is with Christ’ (1 Corinthians 12.12)*

Contents

WELCOME TO THE KING’S (THE CATHEDRAL) SCHOOL.....	5
THE OLD PETRIBURGIANS' ASSOCIATION.....	6
THE KING'S FRIENDS	6
KEY CONTACTS	7
FORM TUTORS.....	8
SUPPORT STAFF.....	9
PUPIL PREMIUM	11
LEARNING SUPPORT	11
PUPIL RECEPTION	12
EQUIPMENT AND PROPERTY	13
FINANCE OFFICE	13
THE SCHOOL DAY.....	16
TIMETABLE AND HOMEWORK	18
FOOD, SWIPE CARDS AND FINANCE.....	19
SCHOOL TRIPS AND EVENTS	20
GAMES	21
CLUBS AND EXTRA-CURRICULAR ACTIVITIES.....	21
HOUSES	23

SCHOOL PERFORMANCES	25
ASSEMBLIES AND COLLECTIVE WORSHIP	25
POSITIVE ACHIEVEMENT	26
ACTIVITIES WEEK	27
ATTENDANCE AND PUNCTUALITY.....	28
REPORTING AND REQUESTING AN ABSENCE	29
STANDARDS OF BEHAVIOUR	30
TECHNOLOGY AT SCHOOL.....	31
UNIFORM	34
COMMUNICATION.....	37
WEBSITES AND SOCIAL MEDIA	37
SCHOOL TERM DATES 2026-2027.....	38
SCHOOL MAPS	39
CONTACTS	45

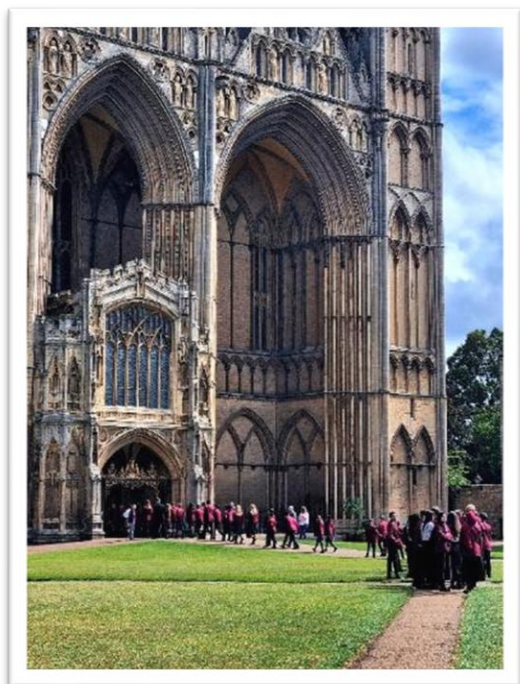
Welcome to The King's (The Cathedral) School

We are proud of our long-standing history and tradition going back to 1541 and embrace everything the modern world has to offer, as we look towards the future. We value, and strive to encourage, individual academic success, alongside musical, cultural and sporting achievements, within the Christian family ethos, which is central to everything we do. Our aim is to be “A Family Achieving Excellence”. - Mr Harrison (Headteacher)

The King's (The Cathedral) School has a unique family atmosphere, truly a family achieving excellence.

At The King's (The Cathedral) School we nurture a sense of belonging to our extended family, each member being an individual.

The King's (The Cathedral) School is proud of its status within the community and in particular with its links with Peterborough Cathedral. King's was founded by Henry VIII in 1541 as the Cathedral School, to educate the Cathedral choristers and this close link with the Cathedral is still valued and maintained today.



The whole School attends Cathedral Services several times a year to mark important church festivals or School events, such as Speech Day and Prizegiving, and the Leavers' Service. There are Voluntary Eucharists held in School each month.

Details of the Cathedral's services to the general public can also be found on the [Peterborough Cathedral](#) website.

This booklet can be found on The King's School website, where all links can be accessed.

The Old Petriburgians' Association

All former pupils, and current and past members of staff are members of the OPA, which organises social events in Peterborough, London and Cambridge, as well as supporting the School actively in many ways, often financially - the most important being establishing links with former students to predominantly assist our sixth form with careers advice and guidance.

The Petriburgian magazine is your window into the vibrant and varied life at The King's School. This annual publication captures the essence of our school year: the trips, the clubs, the thrill of sporting events, and the many experiences that make life at The King's School so special. Dive into the stories that go beyond the classroom and celebrate the moments that define our community.

The King's Friends

When your child joins Kings you automatically become part of our community via the King's Friends. Our organization is led by a dedicated team of elected volunteers, with the support of parents who regularly attend meetings and assist at events. Throughout the year, we invite the entire school community to contribute in various ways.

We are a friendly and approachable group, always welcoming any support you can offer. Whether you attend our meetings or volunteer at our events, your involvement is highly valued.

The King's Friends run a preloved uniform shop which can be accessed through their Facebook page or by emailing [**kingsfriends1541@gmail.com**](mailto:kingsfriends1541@gmail.com)



Key Contacts



Miss Key, Pupil Support Officer

Miss Key offers support to students and families who have a pastoral, behaviour and/or safeguarding needs. Students can see Miss Key in her office, or parents can contact Miss Key directly to make an appointment to see her: key.n@kings.peterborough.sch.uk



Mr Criddle, Academic Head of Year

Mr Criddle deals with any problems you may have with your Schoolwork and offers support if you need any help. Students can see Mr Criddle around School, in the Design and Technology Department or parents can contact him to discuss any concerns: criddle.j@kings.peterborough.sch.uk



Mr Pengelley, SLT Lead

Mr Pengelley is the SLT Lead for Year 7 and will be available to offer support regarding your child's attendance and address serious concerns at leadership level. You can contact Mr Pengelley directly: pengelley.o@kings.peterborough.sch.uk



Mrs Spires, HLTA for Year 7

Mrs Spires is the Assistant SENDCo / Higher-Level Teaching Assistant for Year 7. She will be your main point of contact if your student requires support from our Learning Support team. You can email Mrs Spires directly: spires.a@kings.peterborough.sch.uk



Mrs Zimmer-Smith, Pupil Premium KS3 Co-Ordinator

Mrs Zimmer-Smith is our Pupil Premium Lead for Key Stage 3. She will be your main point of contact if your student requires support from our Pupil Premium team. You can email Mrs Zimmer-Smith directly: zimmer-smith.t@kings.peterborough.sch.uk

Form Tutors



Mr Nosworthy

PE teacher (Head of Learning4Life?) and Form Tutor for 7KAN
You can email Mr Nosworthy directly:
nosworthy.k@kings.peterborough.sch.uk



Mr Austin

Teacher of Maths (Second in Maths) and Form Tutor for 7GJA.
You can email Mr Austin directly: Austin.g@kings.peterborough.sch.uk



Dr Windsor

Maths teacher and Form Tutor for 7RCW.
You can email Dr Windsor directly:
windsor.r@kings.peterborough.sch.uk



Mr Walker

Science teacher and form tutor for 7SGW
You can email Mr Walker directly: walker.s@kings.peterborough.sch.uk



Mr Evans

Geography teacher and Form Tutor for 7OWE
You can email Mr Evans directly: evans.o@kings.peterborough.sch.uk

Support Staff



Reverend Lex Bradley-Stow, School Chaplain

Rev. Lex is available for all spiritual support to students, staff and parents/carers in times of loss, illness, bereavement and other personal challenges. Students can find her in the prayer room on Mondays, Wednesdays and Fridays or email: chaplain@kings.peterborough.sch.uk



Mrs England, Pupil Reception

[Pupil Reception](#) is open to pupils from 7:45am to 4.00pm. It is also the place to go to immediately if students are feeling unwell or have had an accident. Please contact Mrs England if your child has any medical requirements via pupilreception@kings.peterborough.sch.uk



Mrs Sieberichs, Main Reception

Main Reception is open from 8am to 4pm at the front of the School, where all visitors must report before entering the School. If you have a meeting or are collecting your child early due to an appointment, Mrs Sieberichs will be happy to help.

frontreception@kings.peterborough.sch.uk



Mrs Foster, Examinations Officer

Mrs Foster can be found in the office in the main hall. For any queries information regarding public examinations, timetables and entries, please email exams@kings.peterborough.sch.uk



Mrs Pasqualino, School Registrar & Pupil Records

Mrs Pasqualino is responsible for admissions and student records at the School. Student's personal details, including contact telephone numbers, can be updated via the [Edulink app](#); however, please note that addresses cannot be updated using Edulink. Login details for Edulink will be issued by the School's IT team in September. It is essential that the School is kept up to date with current contact information (work, home and mobile), as this is vital in the event of an emergency. If you need to update your address, please contact Mrs Pasqualino at admissions@kings.peterborough.sch.uk, who will be able to assist you.



Mrs Wildman, Librarian

The school library is a great place to come and learn. You can read stories, information books, eBooks or audio books. The library also provides computers and laptops for homework and research, headphones to watch educational films and tv programmes and plenty of wellbeing activities and information.

There are competitions and special event days throughout the year and we value your views and recommendations, so you can post book reviews on the online catalogue, Oliver, to help others choose their next read.

The Library is open 8:15am - 3:25pm Monday to Wednesday and 9am - 4pm Thursday and Friday. You can borrow up to six books at once for two weeks, and you can renew them twice if you need more time. We look forward to welcoming you into the Library!



Pupil Premium

Our Pupil Premium department is passionately dedicated to ensuring that all students who qualify for Pupil Premium funding fully flourish as members of our 'family achieving excellence.' We strive as a community to be 'one body', valuing and encouraging individual academic and personal success through our nurturing and caring ethos.

Learning Support

As a Learning Support Department, we strive to ensure every student's needs are accommodated in order for them to fulfil their potential. Students with special educational needs and disabilities are regularly consulted to ensure their views are reflected in the provision we make for them. All staff in the School are aware of students with a special educational need and detail of their specific needs, to ensure that they are supported to access a broad and balanced curriculum.

Pastoral Support

Our Pastoral Team (PSO's) are available to any student who requires support or need a chat. They are friendly, understanding and fair. They are here to focus on the well-being and protection of each student. Our PSO's are available for one-to-one support and will be your first point of contact for various issues.



*Our wonderful pastoral team:
Mrs Farrell (Years 8-9), Mrs Jones (Years 10 and 11), Mrs Willis (DDSL), Mrs
Rickard (Years 12 and 13) and Miss Key (Junior Department and Year 7)*

Miss Key will be your child's initial designated PSO for Year 7, she also supports our JD students. As your child progresses through the school, Mrs Farrel who is the PSO for Years 8-9 will be their main PSO, Mrs Jones for years 10-11 and Mrs Rickard for when your child attends our sixth form in years 12 and 13.

A staff member may also initiate our four-stage referral system if they have concerns about a student's work quality, attitude, behaviour, effort, or general welfare. The Academic Head of Year and the Pupil Support Officer will receive this information initially. After that, their PSO will get in touch with the student in an attempt to assist them in resolving the issue or overcoming the challenge. Staff may apply sanctions if there is a problem with behaviour or anything that goes against the Code of Conduct. Staff members will clearly communicate with your child the reasoning behind the sanction, as well as strategies for preventing future choices that would lead to further sanctions.

Pupil Reception

Pupil Reception is a reception area specifically for students.

Pupil Reception is for students who:

- are feeling unwell (*please see [Accidents, Illness and Medication](#)*)
- need to take essential medication (*please see [Accidents, Illness and Medication](#)*)
- have arrived late to School and missed registration
- are leaving for any reason during the School day (for example, an appointment which has been authorised) and will need to [sign in or out](#)
- have lost an item/swipe card. All lost property should be handed in to Pupil Reception – if your student has lost an item, they should first check there.
- have forgotten an essential item for School, such as their P.E. kit and you are dropping this off, they will need to collect this from Pupil Reception. *Please note, as a School we endeavour to promote independence for our students and taking responsibility for items that have been forgotten.*
- have any queries, such as needing a new timetable printed, need to find a member of staff or room etc.
- require sanitary products. The School provides a variety of **free** sanitary products for students throughout the School year. Your child does not need to ask for these; they are more than welcome to simply collect the quantity they require without question.

Personal Property

All educational and personal property, schoolbooks, sports equipment, and clothing must be clearly marked with the student's name before being brought to School and stored in their locker. Any personal property found in the School should be handed in to [Pupil Reception](#).

Accidents, Illness and Medication

If a student is feeling unwell or has had an accident, students must initially notify their teacher, with their teacher's permission they can then go to Pupil Reception. ***Students must not phone or message parents / carers. If you need to be contacted, this will be done by the School.***

If your child needs to take essential medication in School, You must fill out a Medical Consent Form (available on the school website). Together with the Medical Consent Form, it must be in its original packaging bearing your student's name and given to main reception, who will deliver it to Mrs. England at Pupil Reception. At the proper time, each student is required to go to Pupil Reception to take their medication.

No medication of any type is provided by The King's School. Only necessary medications should be carried into schools, and only prescriptions from physicians, dentists, nurses, or chemists will be accepted.

A maximum of two tablets of painkillers may be carried by students above the age of thirteen for a single day (for their own usage exclusively).

Students who need an EpiPen or inhaler must always have one, and a spare must be provided to Pupil Reception for use in an emergency.

Equipment and Property

All pupils must have the following basic equipment with them in a pencil case in lessons:

- Two working pens
- One red pen and one green pen
- One pencil
- A rubber
- A sharpener
- A ruler
- A protractor
- A pair of compasses
- A ruler
- A glue stick
- Highlighters
- Scissors
- A calculator – either New Casio FX-83GTCW Scientific Calculator (approx. £16.00) or New Casio FX-85GTCW Scientific Calculator (Solar powered) (approx. £16.00)

All necessary books should be taken to the lesson as appropriate. All pupils must be properly equipped for all lessons, including PE and practical subjects and all items should be named.



Finance Office

The Finance Office provides support to students, parents and staff. They process all payments and payment enquiries regarding: Trips; Lunch money and/or Event tickets and more. Payments to the School can only be accepted by the Finance Office, and not by any other members of staff.

The Finance Office is open to students at the following times:

8.20am - 8.35am

Breaktimes

Lunchtimes

Donations

Many parents, carers, and past students contribute to the School on a monthly basis, helping to finance engaging sports, music, and curriculum initiatives that greatly enhance our student School experiences.

If you would like to make a regular donation, please download and complete the [Donor Standing Order](#) and [Gift Aid Declaration Form](#), which is available on the School website to send to your bank, emailing a copy to finance@kings.peterborough.sch.uk.

If you are a UK taxpayer, you can increase your donation by completing the Gift Aid Declaration Form, which allows us to reclaim an additional 25p, from the tax you pay for the current tax year, for every £1 you donate.

Some parents prefer to make ad-hoc donations when they are paying for trips and lunches on Scopay. You can also complete a Gift Aid form on your www.scopay.com account.

Sponsorships

We are also fortunate to have a number of corporate sponsors who fund specific projects. If you would like to discuss sponsorship options, please email finance@kings.peterborough.sch.uk to request a sponsorship pack.

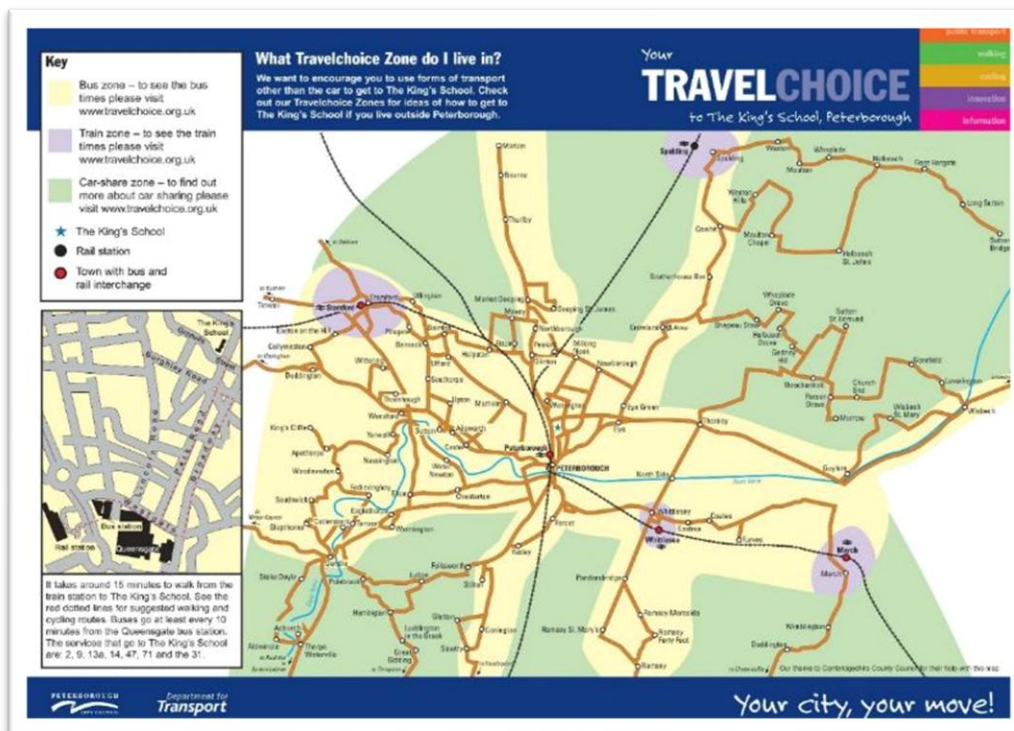
Money

Your child may be allowed to borrow money from the Finance Office in an emergency, i.e. for transport home. This must be repaid the following School day. If you delay repayment, you may not be allowed to borrow money in the future. Large sums of money should not be brought to School.

Travelling to and from School

If students are travelling to and from School by bicycle; cycle helmets are strongly recommended. There are allocated areas for students to park their bicycles, but they will need to bring their own chain.

We want to encourage students to use forms of transport other than the car to get to The King's School. Check out our [Travelchoice Zones](#) for ideas of how to get to The King's School if you live outside Peterborough.



When our students are travelling to and from School, they should be properly dressed in School uniform, ties should be worn, and shirts should be tucked in. We ask that you kindly remind our students that they are an ambassador of the School. As a School, we expect our students to behave with integrity and responsibly in and out of School.

Parking

We have limited parking available at The King's School. The School car parks are **only** for staff and visitors. We kindly ask that you do not use the car parks for dropping off or picking up your student to and from School. Please ensure you are parking safely and not obstructing any driveways when dropping off and collecting.

The School Day

The compulsory School day runs from morning registration at 8.35am through to the end of the day at 3.25pm. In a typical week this amounts to 35.4 hours.

All pupils are expected to be present in the form room and ready for registration at 8.35am. For Key Stages 3, 4 and 5 there is a 5-minute interval between each lesson to enable pupils to move from one place to another. A 'double period' is 75 minutes long.

Students are not allowed to leave the School grounds at break time, unless on their way to Games.

The times of the lessons are as follows:

Registration	8.35am
Assembly / Act of Worship	8.40am - 9.00am
Period 1	9.00am - 9.35am
Period 2	9.40am - 10.15am
Period 3	10.20am - 10.55am
Period 4	11.00am - 11.35am
Morning Break	11.35am - 11.55am
Period 5	11.55am - 12.30pm
Period 6	12.35pm - 1.10pm
Lunch	1.10pm - 2.10pm
Period 7	2.10pm - 2.45pm
Period 8	2.50pm - 3.25pm
End of School Day	3.25pm

Morning Break 11.35am – 11:55am

During this short break students can relax with friends, have a snack, get their books ready for next lessons, or use the time to meet with staff.

Lunch Break 1:10pm – 2:10pm

The main purpose of the Lunch Break is to allow students to eat their meal in a reasonably peaceful atmosphere and have some spare time for being with friends.

End of the School Day

3.25pm marks the end of the normal School day. If your child has no real reason to stay in School beyond this time, they should leave the premises quickly and quietly and make their way home in a safe and sensible manner. However, they are free to stay in School, provided they are involved in some useful activity under the direct supervision of a teacher and that they have told their parents where they are and what time they will be home or ready to be picked up. Examples of such useful activities might be:

- Taking part in Games fixtures or practices
- Using the Library or the Careers Library
- Rehearsing for an Assembly, drama production or music performance
- Using the computers in the ICT suite
- Completing homework in Room 50 (The sixth form ICT Suit) up to 4pm only

At the start of lessons, pupils should:

- Either wait quietly outside the room and enter when told to do so by a member of staff or, if allowed, wait in a quiet and orderly manner in the room, until the teacher arrives. *(It is the pupil's responsibility to ensure they have the correct books for their lessons as bags are not be carried around School)*

During lessons, pupils should:

- Listen to the teacher and other pupils in silence.
- Ask and answer questions by raising their hand, not by calling out.
- Work sensibly, not distracting or annoying others in the lesson.
- Not eat or drink during the lesson.
- At the end of a lesson only pack away when instructed by the teacher and then wait to be dismissed.

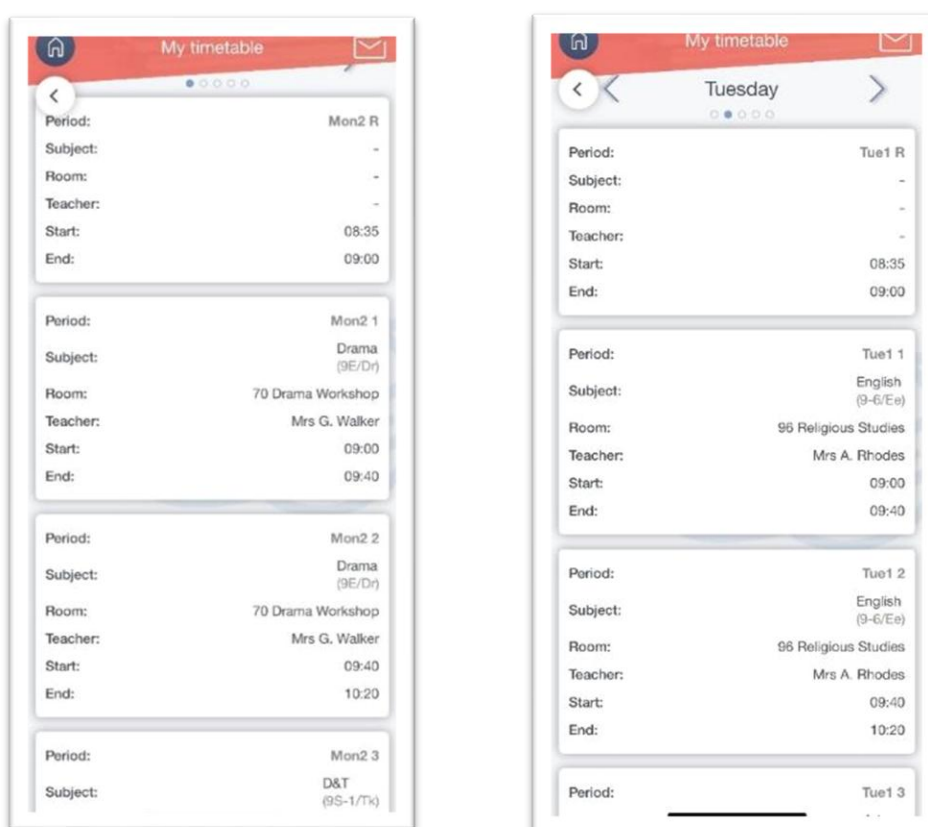


Timetable and Homework



At the start of the academic year, each pupil is issued with a printed copy of their timetable. The School works on a 10-day timetable. This is split into Week 1 and Week 2. Students can find their timetable (as well as much more, including, reports, behaviour points, attendance, etc) on the [EduLink One](#) app.

Parents can also download this app to see their students School information as well as being able to report their child absent for illness. [EduLink One](#).



Homework will be set via Microsoft Teams and will also be visible to students and parents in the EduLink One app.

Further information regarding homework and homework timetables can be found on our [website](#).

Food, Swipe Cards and Finance



Good food fuels great learning. Our in-house catering team prepares fresh, nutritious meals onsite every day, using ingredients delivered daily to ensure quality and flavour in every bite.

We offer a wide range of meal options throughout the day, including:

- Breakfast Service to help students start their day right
- Breaktime Snacks for a healthy mid-morning boost
- A varied lunch menu with hot meals, lighter options, and fresh salads

We are proud to cater for a variety of dietary requirements including vegetarian, vegan, halal, and allergy-friendly options. Our menus are thoughtfully planned to provide balance, variety, and great taste for all students. [Menus](#) are published each week during term time and are rotated regularly.

Student Swipe Card



Every student is given a Swipe Card, which enables them to buy food during breakfast, break, and lunch as well as accessing different areas and departments throughout the school during school hours. You will need to order a new Swipe Card through ScoPay if your student misplaces or breaks their current one.

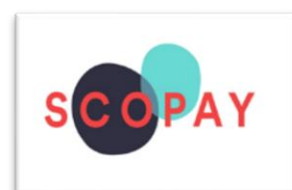
Students can request a temporary swipe card for the day by going straight to the ICT department in the meantime. Unfortunately, this does not allow them access through the school, but it does let them buy meals from any of our dining areas. Staying close to friends throughout the day, may be their best option. Cash transactions are not permitted in the Dining Hall.

Online Payments

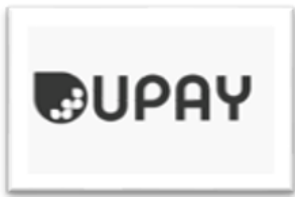
Online payments are quick and easy once you have downloaded and signed up on both payment apps used by the School; ScoPay and UPay. This is downloadable on all smartphones and tablets.

At the beginning of the school year, you will receive a letter inviting you to sign up to both ScoPay and UPay.

ScoPay allows you to make payments for your child's trips, events and dinner money over the school's secure internet website using debit or



credit cards - Payment by Debit card is preferred.



UPay is the digital receipt of the purchases within school and allows you to see the correct balance in your students ScoPay account. If UPay is not set up, then you will not be able to see the correct balance which, could lead your child having insufficient funds.

It is the responsibility of each student, in conjunction with their parent / carer, to ensure that there are sufficient funds paid into their account before making purchases.

If you have any difficulty in activating your account or navigating the website, please email the finance team: finance@kings.peterborough.sch.uk

School Trips and Events

The King's School is proud to offer numerous opportunities for students to attend educational trips, perform at various events throughout the School year. You will be notified of relevant trips and events via email and this will be put on the ScoPay app for payment to be made if required.



These are just a few snapshots from our trips to London, Iceland and Greece, as well as performances in 2025 and 2026.

Games

The Games field is one mile away from the main School building. In Year 7, the PE department staff members are located along the route to ensure students are safe during their travel to the games field.



If a student is not participating for any reason, they must see their PE teacher well in advance of their lesson, as staff may have already left the school to travel to the off-site pitches and facilities. We do ask parents to email in advance to notify of their students non-participation, however, students may also bring in a note, signed by their parents, to their teacher. Absences from games will be recorded, just like in any other lesson.

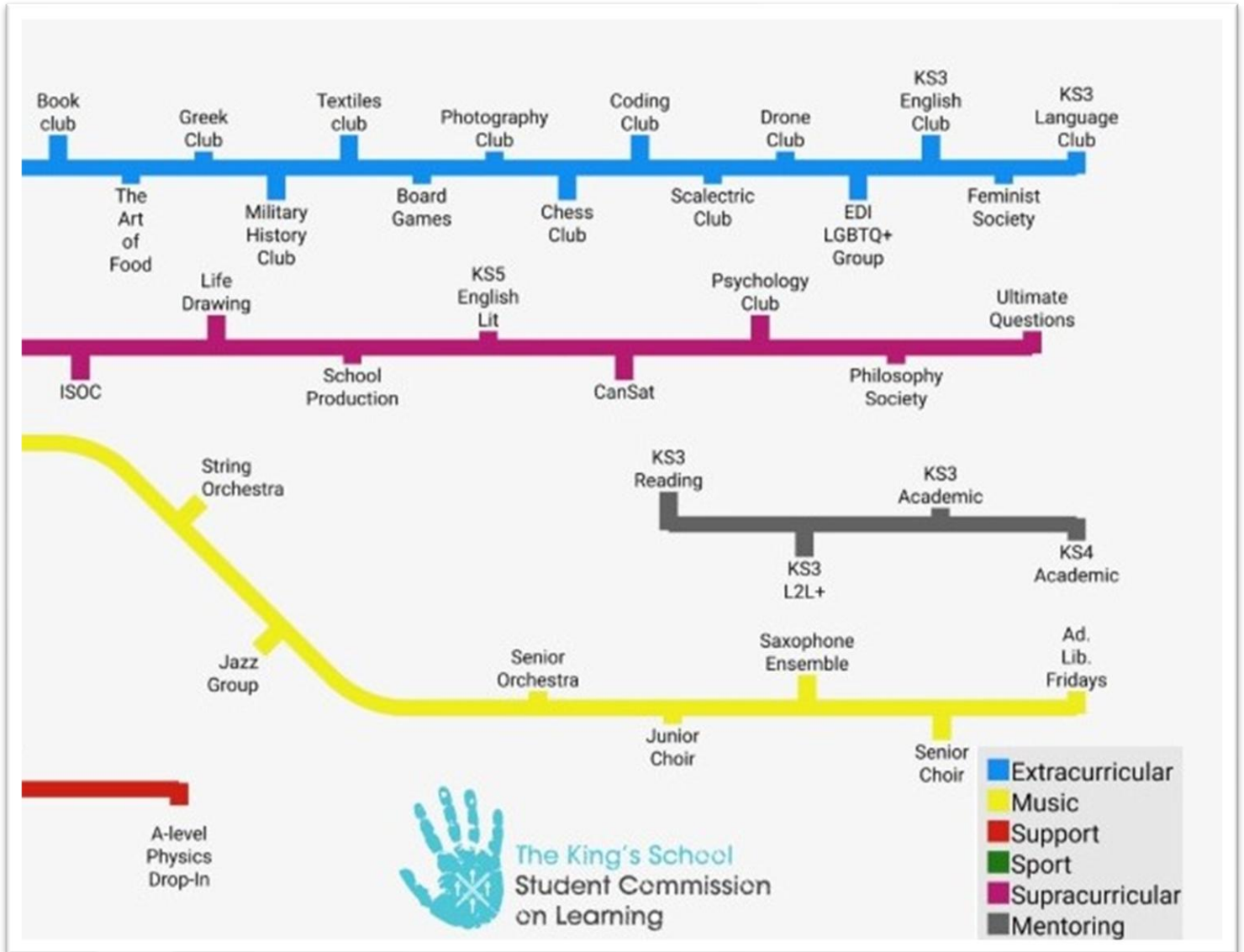
It is required that all students wear the recommended [PE kit](#) to class. A sanction will be applied if the kit is not brought twice throughout the half-term period. Students should leave valuables locked in their locker on the School site.

Clubs and Extra-curricular Activities

Clubs and sports activities take place regularly during lunch and after School. You can find a list of these on the EduLink One app, as well as an email regarding the extra-curricular Sports Clubs which is sent weekly to all students and parents via email.



[The Map of Opportunity](#) is a guide to students to show them the resources available to them through the School. There are a great range of extra-curricular clubs available to students. An [interactive map](#) is on the School website.



Houses

An integral part of student life at King's is the House Competition, fiercely fought with events throughout the year. There are four houses:

St. Chad's

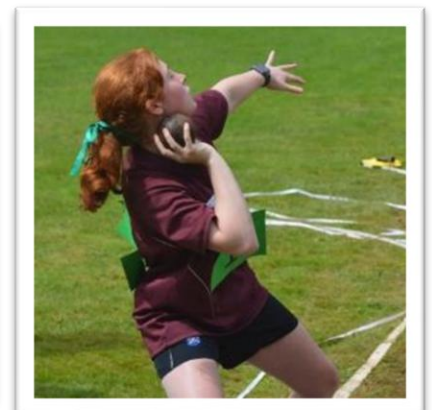
School House

St. Oswald's

St. Peter's

Each House has 2 captains and 4 vice-captains, chosen from Year 13, based upon their contribution to the School and their House during their time at King's.

All students are given the opportunity to gain 'House Points' for various achievements. Students compete in sporting, musical and academic activities throughout the School year and are greatly encouraged to identify with their House 'community' - working towards the hope of winning the prestigious 'House Cup', awarded after Sports Day, at the end of the School year.



'House Music' has to be the year's best event. Every House participates in a single night of amazing musical performances, showcasing works from their own bands, orchestras, junior and senior choirs, and raising the roof with their collective "finale."



School Performances

At King's School, we pride ourselves on our inclusive nature in Drama; we believe that there is a role for every child. We have 2 School Performances which take place each year; a whole School performance and a lower School performance (years 7-9). This is run by the Drama and Music Departments. This year we had the pleasure of seeing our students perform Legally Blonde.



Assemblies and Collective Worship

A main School Collective Worship is held every Monday and Friday morning. Throughout the week other worship and assemblies are held including:

- House Assembly
- Year Group Assembly
- Lower School, Middle School Assembly
- Form Assembly, which pupils take turns to lead

Details are on the assemblies list issued to each Form Tutor at the start of each term.



Alternative Worship - The Prayer Room

The Prayer Room is located behind the main hall with access from the Tech Quad. The Prayer Room is for the use of all pupils; all staff and all faiths. It has simple furnishings, including a moveable altar. We are using this facility as an opportunity to extend the worship that goes on in School. Every two weeks, on a Friday morning, an activity we have termed 'Alternative Worship' will take place there as an alternative to our main assembly. Different types of worship will take place - a communion service, a Taize style service and informal worship led by Sam Higgins and the team from CROPS. This worship is intended to be accessible to all denominations.

Cathedral Services



We are fortunate to enjoy a close working partnership with Peterborough Cathedral with at least six whole School services held in this incredible place of worship each year. It is expected that all pupils and teaching staff will attend these services. All students will walk to and from the Cathedral along the agreed route with their Form Tutor and Pastoral Prefects. Students will be expected to exercise great consideration regarding other pedestrians on route. Parents are encouraged to join these services, but please note, places are limited and information about how to secure a ticket is shared via email in the preceding weeks.

Parents are encouraged to join these services, but please note spaces are limited. Information about securing your ticket is emailed in the preceding weeks.

Positive Achievement



In addition to the everyday praise that students may receive in lessons, the School operates a system that allows staff to award achievement points. This approach is to encourage students to achieve their very best.

The points are given for a range of reasons (see categories list below), this emphasises both effort and the development of skills that the School feels are vital for young people in the 21st Century.

The number of points awarded can be viewed on the summary reports sent home, as well as accessed through our online reporting.

Students' parents will receive achievement emails once certain thresholds have been reached. All points awarded count towards the overall House competition.

Categories include:

- **Acts of Kindness & Generosity**
- **Excellent Learning**
- **Contribution to School Life**
- **Resilience & Growth**
- **Leadership & Service**
- **Inclusivity & Peer Support**
- **Spiritual Growth & Reflection**

Activities Week

Every academic year, The King's School has an allocated week in July where each year group attends an Activities Week catered to them. Some year groups go on residential for the week, while other year groups have daily trips. Our Year 10s have their work experience during this time.

Year 7 is usually divided into two alternating halves: one half of the week is spent on a residential trip with a day visit, while the other half takes part in a day trip and School-based activities. Wednesday is changeover day. You can find further information about Activities Week on our website.



Attendance and Punctuality

We place great importance on helping our students develop strong habits around attendance and punctuality.

Students should aim to arrive at school in good time each morning and afternoon so that they are ready for registration. This ensures a calm and purposeful start to the day and enables all students to fully engage in their learning from the outset.

If a student arrives after the registration period has begun, they must report directly to Pupil Reception to sign in. This is essential so that our attendance records are accurate at all times, particularly in the event of an emergency.

We monitor punctuality closely. Where a student is late more than once within a fortnight, this may result in a sanction and parents/carers will be contacted so that we can work together to improve punctuality.

We are proud of the high levels of attendance across the school, with the vast majority of students achieving attendance of 97% or above. Attendance is reviewed regularly by year teams, and we will always seek to work in partnership with families if a student's attendance falls below 95%, offering support where needed.

Further information about expectations, support, and procedures can be found in our [Attendance Policy](#), available on the school website.

Signing Out/In



If your child has to leave School for any reason during the day (illness or appointment), they must sign out (and, if necessary, back in) on the 'REGISTER LIVE' screen which you will find on the wall just outside Pupil Reception. If this is not working, then you must sign in/out on the relevant sheet that can be found on Mrs England's desk in Pupil Reception.

Missed/Excused Lessons

Sometimes through no fault of their own (e.g. illness) students will miss lessons and the Schoolwork covered during those lessons. It is the responsibility of each student to ensure they are caught up with all Schoolwork that may have been missed. Teachers are always available over email and in person.

Reporting and requesting an Absence

- **Reporting Absence Due to Illness**
via EduLink One (Only if your child is unwell)



All same-day absences due to illness should be reported using the **EduLink One app in the morning of the absence.**

To report a same-day absence:

1. Open the **EduLink One app** and tap the **'Absence Reporting'** icon.
 2. Select the date range of your child's absence using the calendars.
 - a. The **'Date From'** should be the first day of absence.
 - b. The **'Date To'** should be the next School day (you will need to report the absence on **each day** your child is off School).
 3. Enter a brief explanation in the **'Reason for Absence'** text box.
 4. You may also attach supporting documents (e.g. a medical certificate) if applicable.
 5. Click **Send** to complete your report.
- **Planned Leave of Absence Requests** (e.g. for dental/medical appointments, funerals, religious observance or any other planned absence)

Parents and carers must use **this online form** which can also be found on our School website **here**. This system allows us to manage and respond to requests quickly and efficiently. *(It is advisable to bookmark this online form on your phone)*

Please note the following:

- **Submit in good time.** Where possible, leave of absence requests should be submitted well in advance of the proposed absence. This helps us review and respond promptly.
- **Check your junk/spam.** Once processed, you will receive a confirmation email, which may appear in your junk or spam folder. Please check this if you have not received a response.
- **Do not reply to automated emails.** These confirmations are sent from an unmonitored inbox. For any queries, please contact the School Office directly on **01733 751541** or email admin@kings.peterborough.sch.uk.

Standards of Behaviour

Code of Conduct

Pupils and staff of The King's School treat one another with respect and courtesy: their individual behaviour is orderly and civilised; they move calmly and efficiently from place to place, arriving punctually for their lessons and other appointments.

The King's School is a large community. During the day, a large number of people work within the School. We, therefore, depend on each other to make the School run smoothly. Every member of the School should act in a responsible, polite, sensible manner, having respect for all other people and their property. This means that pupils should:

- Move around the buildings in a quiet manner, keeping to the left where possible, using the one-way system, not running, pushing or shouting. This may mean allowing people to pass or opening doors for others.
- Outside School, pupils must remember that they take the reputation of the School with them, wherever they go. Therefore, they should always act in ways which enhance our reputation.
- Speak politely to everyone.
- Follow requests made by staff and sixth form prefects.
- Keep the School neat and tidy. This includes putting all litter into the bins provided, keeping the furniture and walls free from graffiti, being careful with displays. Rooms should be left clean and tidy at the end of each lesson.
- Eat and drink only in the dining room or outside.
- Chewing gum is not acceptable anywhere.
- Not smoke or use a vape in School hours and/or when wearing their School uniform.
- Be correctly and smartly dressed in full School uniform from the time they leave home, to when they return. Pupils should change back into full uniform after all PE lessons.
- Arrive at lessons with all the items of the basic School equipment list plus all relevant exercise and textbooks.
- Sit correctly on chairs, and not tables.
- Meet all deadlines set for the completion and handing in of work.
- Thank members of staff when appropriate, e.g. following an out of School activity.
- Do not obstruct pavements, especially when waiting for buses, or walking to the Cathedral and Sports Fields.
- The classroom (including laboratories, Technology areas and the Hall) during lesson time is a place of work where there need to be rules to allow everyone to work safely, successfully and enjoyably. The computer facilities should be used for the educational purposes for which they are intended.

Technology at School



Students should not be on their mobile phones upon arrival and at any stage during the School day. Mobile phones should be switched off or on silent and stored out of sight. Wireless earphones/headphones should be stored out of sight; Smart watches should be used to check the time only.

- Between lessons mobile phone use is not permitted.
- Form tutors may allow time for any student to use their phones to respond to staff emails.
- Phones may be used in lessons to aid teaching and learning but only if directed by the teacher.
- **If a student is unwell, their first point of contact is their teacher and then Mrs England at Pupil Reception who will contact parents if a student needs to go home due to illness – students are not permitted to contact parents if they are feeling unwell.**

The penalty of use of technology which is not in line with the School policy is immediate confiscation and potential detention - collection from Pupil Reception at the end of the School day.

Each student is provided with a locker which has a lock. Students should always leave any technology in a secure place. When students are in PE/Games lessons, their technology should be locked in their locker for safekeeping.

Prefects



Trustworthy and responsible pupils from the Sixth Form are appointed as Prefects, to help teachers look after certain parts of the School and to help you if you have a problem. They have duties and responsibilities, and all students must follow the instructions they give. They can be recognised by the black gowns they wear over their blazers.

Consultation

We are keen that all pupils should settle in happily and reach their full potential in all aspects of School life. Should the progress and/or the conduct of any pupil give rise to concern, parents will be notified, and the student may be placed on 'report'. In some cases, parents may be asked to come to the School to discuss the matter.

Any parents who wish to discuss any aspect of their child's well-being at School should refer the matter, in the first instance, to the Form Tutor or to Miss Key to make an appointment.

Assessments, Reports and Communications

There are three Assessment Points per year. At each of these formal assessment points, you will receive a report containing the following information for each subject your child studies:

Current Attainment Grade

This is a Key Stage Three grade expressed on a scale of 1-9 (whereby 9 is the highest) and reflects how well your child has performed in controlled assessments since the last assessment point. It is based on a normal King's School distribution at GCSE and is relative to the performance of peers.

Projected Grade

This grade is based on a broader range of evidence, including classwork, homework, and teacher observations. It indicates the grade your child is likely to achieve at the end of the Key Stage if they continue working at their current level.

Reference Grade

This represents the potential of your child if they were to perform in the top 20% nationally at GCSE and is based on Key Stage 2 SATs and CAT4 testing that students do at the start of Year 7. Clearly, this is a long way ahead, but it does provide a useful comparison to help you understand how well your child is meeting potential at Key Stage 3.

Approach to Learning Grades

Your child will also receive grades for their approach to:

- **Homework**
- **Classwork**
- **Behaviour**

These are graded on a scale of 1 to 3:

- **1 – Excellent** (with **1*** available for an exceptional approach)
- **2 – Good**
- **3 – Cause for concern**

Once a year, one of these assessment points will be followed by a Parents' Evening, giving you the opportunity to discuss your child's progress in more detail. Additionally, once a year, you will receive written comments from your child's Academic Head of Year, offering further insight into their development and achievements.

Safeguarding

Responsibility for the running of The King's (The Cathedral) School lies with the Senior Leadership Team. Here you can see and find out about the specific responsibilities of each member of the team. You can direct specific and urgent enquiries to the individual, although more general or less urgent enquiries should be directed to our [Admin team](#).

Designated Safeguarding members of staff are:

Mrs Willis – Assistant Headteacher (Safeguarding) - DSL

Mr Rhodes – Deputy Headteacher - DDSL

Mr Mbanu - Assistant Headteacher (Sixth Form) - DDSL

Mr Armstrong - Assistant Headteacher (Years 10 and 11) - DDSL

Mr Pinguenet - Assistant Headteacher (Years 8 and 9) - DDSL

Mr Pengelly - Assistant Headteacher (Junior Department and Year 7) - DDSL

Ms Lawrence – Assistant Headteacher (Inclusion) – DDSL

Miss Key – Pupil Support Officer (Junior Department and Year 7) - DDSL

Mrs Farrell – Pupil Support Officer (Years 8 and 9) - DDSL

Mrs Jones – Pupil Support Officer (Years 10 and 11) - DDSL



Mr Oliver Pengelley
Asst. Headteacher
(Junior Department & Year 7)

Mr Rob Mbanu
Asst. Headteacher
(Sixth Form)

Mr Malcolm Johnston
Chief Financial Officer

Mr Charlie Armstrong
Asst. Headteacher
(Years 10 & 11)

Mr Jamie Pinguenet
Asst. Headteacher
(Years 8 & 9)

Mrs Lucy Willis
Asst. Headteacher
(Safeguarding)

Mr John Harrison
Headteacher

Mr Duncan Rhodes
Deputy Headteacher

Ms Rebekah Lawrence
Asst. Headteacher
(Inclusion)

Uniform

LOWER & MIDDLE SCHOOL GIRLS' UNIFORM

- School blazer with badge
 - House badge
 - Skirt:
 - **Years 7-9:** Grey box-pleated skirt below knee length with waistband visible
 - **Years 10-11:** Grey kick pleat skirt below knee length with waistband visible
 - Revere-neck long or short-sleeved white blouse - *this must be tucked in and fully buttoned at all times*
 - Long grey or maroon socks or plain black or bare-leg / flesh-coloured tights
 - Short white socks (summer)
 - Plain black shoes - *not suede or canvas, or boots*
- Optional**
- Sweater:
 - **Years 7-9:** Maroon V-neck sweater with School crest
 - **Years 10-11:** Black V-neck sweater with School crest
 - No cardigans are permitted, or garments with hoods, zips, patterns, ribs, etc. No logos are permitted except for the School crest*
 - School scarf - *no other scarves are permitted*
 - Grey knitted tights
 - Hair accessories - *must be plain black or maroon*
 - Dark-coloured coat, raincoat or anorak (a discreet logo is permitted). *No fashion, denim or leather coats are acceptable*

SPORTS CLOTHES AND EQUIPMENT

Compulsory Items

- Maroon polo shirt with School crest*
- Black skirt*
- Girls-fit black shorts with School crest **OR** black sports leggings*
- Maroon football socks with 'King's' white turnovers*
- Black trainers
- White socks
- Shin pads

Optional

- Girls full-zip training top*
- Performance swacket with School crest*
- White base layer top with 'King's'*
- Black sports leggings with School crest* - **no other colour or stripes are acceptable**
- Gum shield - **STRONGLY RECOMMENDED** (OPRO are our main supplier of gum shields, you will be provided with more information before the new school year and OPRO will visit the School early in the Autumn Term for gum shield)

ARTICLES OF CLOTHING AND PE KIT MUST BE CLEARLY AND INDELIBLY MARKED WITH THE STUDENT'S NAME BEFORE BEING BROUGHT TO SCHOOL

JEWELLERY AND APPEARANCE

No jewellery or watches should be worn for Physical Education lessons

- Earrings - studs or small sleepers only, one visible in each ear lobe
- A single chain necklace and a ring may be worn, but no other jewellery or adornments are acceptable
- No noticeable make-up should be worn - this includes nail varnish and lipstick
- Extreme hairstyles and unnatural hair colours are not acceptable. Culturally appropriate hair is acceptable, natural colours only.
- Nose studs, other visible studs or visible tattoos are not permitted

**All The King's (The Cathedral) School branded* items may be purchased from Total Clothing, Botolph Bridge Trading Estate, 9 Oundle Road, Peterborough PE2 9QP
<https://www.totalclothingshop.co.uk/>**

Pre-owned and nearly-new items can be purchased by contacting The King's Friends by email at kingsfriends1541@gmail.com or via their Facebook page at www.facebook.com/KSPPSA

LOWER & MIDDLE SCHOOL BOYS' UNIFORM

- School blazer with badge
 - House badge
 - Plain dark charcoal grey trousers - *not black or near black, nor jeans-type or corduroy*
 - Plain long or short-sleeved white shirt - *this must be tucked in and fully buttoned at all times*
 - Plain black, maroon or dark grey socks
 - Plain black shoes - *not suede or canvas, or boots*
 - Tie
 - **Years 7-9:** Lower School clip-on tie
 - **Years 10-11:** Middle School clip-on tie
- Optional**
- Sweater:
 - **Years 7-9:** Maroon V-neck sweater with School crest
 - **Years 10-11:** Black V-neck sweater with School crest
- No cardigans are permitted, or garments with hoods, zips, patterns, ribs, etc. No logos are permitted, except for the School crest.*
- School scarf - *no other scarves are permitted*
 - Dark-coloured coat, raincoat or anorak (a discreet logo is permitted). *No fashion, denim or leather coats are acceptable.*

SPORTS CLOTHES AND EQUIPMENT

Compulsory Items

- Maroon polo shirt with School crest*
- Black and white rugby shirt*
- Maroon football socks with 'King's' white turnovers*
- Black rugby shorts
- Boys-fit PE black shorts with School crest*
- Football / Rugby boots
- Black trainers
- White socks
- Shin pads

Optional

- Black training pants with School crest* - **no other colour or stripes are acceptable**
- Boys' black ¼-zip training top with School crest*
- Performance swacket with School crest*
- Black base layer top with 'King's'*
- Gum shield - **STRONGLY RECOMMENDED** (*OPRO are our main supplier of gum shields, you will be provided with more information before the new school year and OPRO will visit the School early in the Autumn Term for gum shield*)

ARTICLES OF CLOTHING AND PE KIT MUST BE CLEARLY AND INDELIBLY MARKED WITH THE STUDENT'S NAME BEFORE BEING BROUGHT TO SCHOOL

JEWELLERY AND APPEARANCE

No jewellery or watches should be worn for Physical Education lessons

- A single chain necklace and a ring may be worn
- No other jewellery or adornments including earrings, nose studs, other visible studs or visible tattoos are acceptable
- Hair must be above collar length
- Facial hair is not acceptable other than on religious grounds
- Extreme hairstyles and unnatural hair colours are not acceptable. Culturally appropriate hair is acceptable, natural colours only.

**All The King's (The Cathedral) School branded* items may be purchased from Total Clothing, Botolph Bridge Trading Estate, 9 Oundle Road, Peterborough PE2 9QP
<https://www.totalclothingshop.co.uk/>**

Pre-owned and nearly-new items can be purchased by contacting The King's Friends by email at kingsfriends1541@gmail.com or via their Facebook page at www.facebook.com/KSPPSA



BACK TO SCHOOL WE'VE GOT YOU COVERED

Supporting your school
for a smooth start to the term.

We've highlighted the key dates and information to help you plan ahead and ensure your uniform order is delivered on time.



IMPORTANT DATES FOR YOUR SCHOOL



DEADLINE TO ORDER

Place your uniform order by:

12TH AUGUST 2026



SCHOOL DELIVERY DEADLINE

To ensure delivery before term starts.

WEDNESDAY 8TH JULY



WEDNESDAY 9AM - 10AM

Our shop is open for a quiet hour for schools only.



SATURDAY OPENING

Starts from:

18TH OF JULY
10AM - 4PM



HERE TO SUPPORT YOUR SCHOOL

We understand the importance of getting things right for your school.

From sizing events to timed deliveries, we'll work with you to make the process simple and stress-free.



For help, advice or to discuss your uniform requirements, please contact us:

01733 394758



QUALITY UNIFORMS

Durable, comfortable and made to last.



GREAT SERVICE

A dedicated team here to help every step of the way.



READY FOR SUCCESS

Helping your students look smart, feel confident and be ready to learn.

Communication

All communications to parents are through email. We include parents on the mailing list using the email address supplied to us. If you have a change of email address, please update your details on the EduLink One app or contact: admissions@kings.peterborough.sch.uk

For those who do not have an email address, letters are also displayed on the School website or you may request a paper copy should you not have access to the internet.

Websites and Social Media

Information about the School can be obtained on the School Website

www.kings.peterborough.sch.uk



Catch our latest updates on our social media channels!



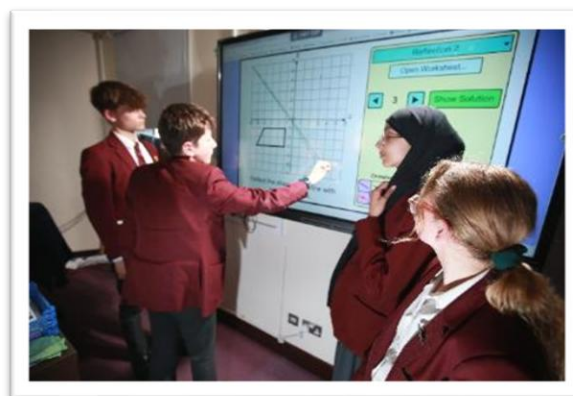
[Instagram](#)



[Facebook](#)



[LinkedIn](#)



School Term Dates 2026-2027

2026

Summer Term Closes

Thursday 16 July 2026

Professional Training Day - School Closed

Tuesday 01 September 2026

Professional Training Day - School Closed

Wednesday 02 September 2026

Autumn Term Opens

Thursday 03 September 2026

Half Term

Monday 26 October - Friday 30 October 2026

Autumn Term Closes at 12.30pm

Friday 18 December 2026

2027

Spring Term Opens

Monday 04 January 2027

Half Term

Monday 15 - Friday 19 February 2027

Spring Term Closes at 12.30pm

Thursday 25 March 2027

Summer Term Opens

Monday 12 April 2027

May Day

Monday 03 May 2027

Half Term

Monday 31 May - Friday 04 June 2027

Summer Term Closes at 12.30pm

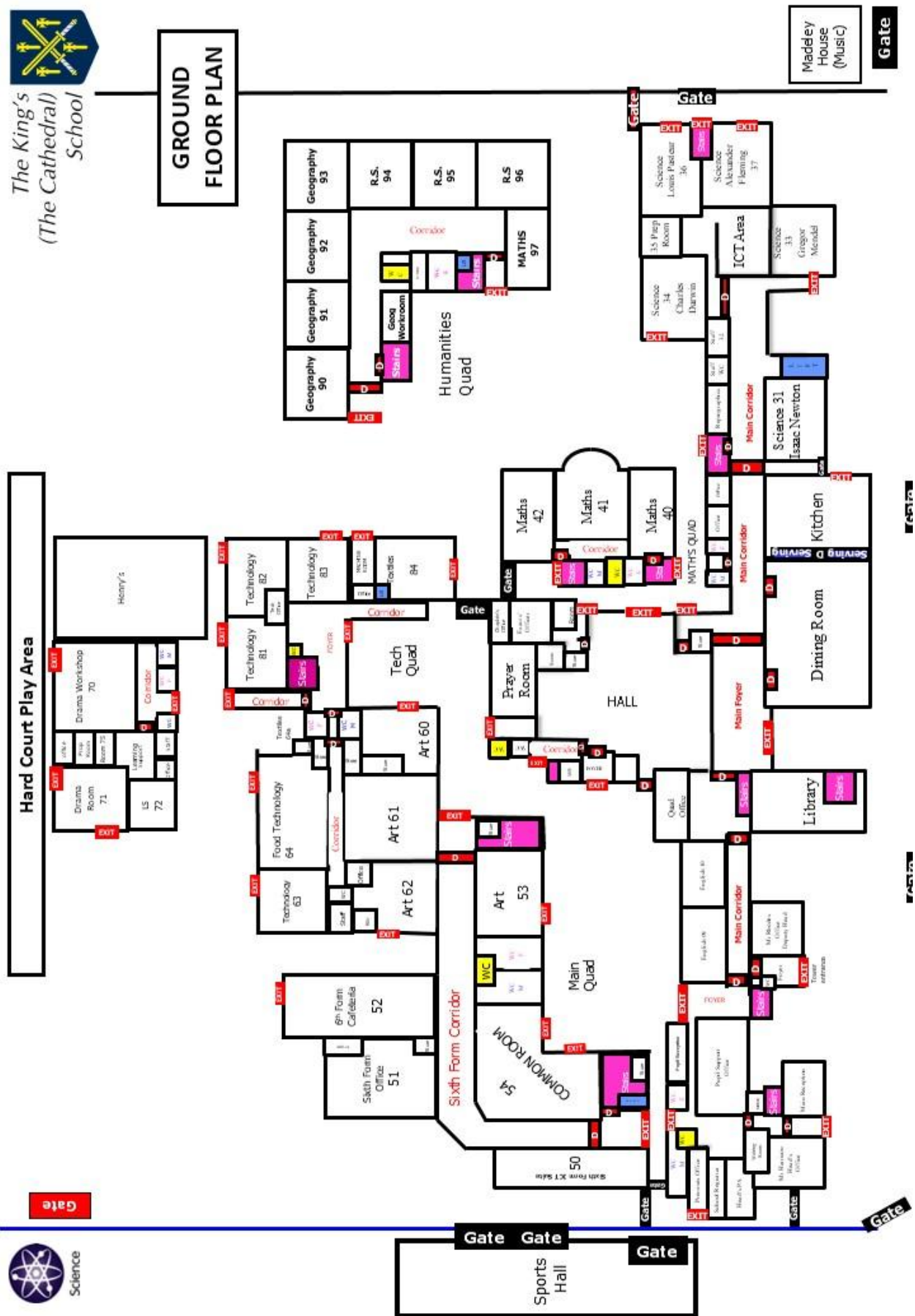
Friday 16 July 2027

School Maps



The King's
(The Cathedral)
School

GROUND FLOOR PLAN





PUPIL PREMIUM DEPARTMENT

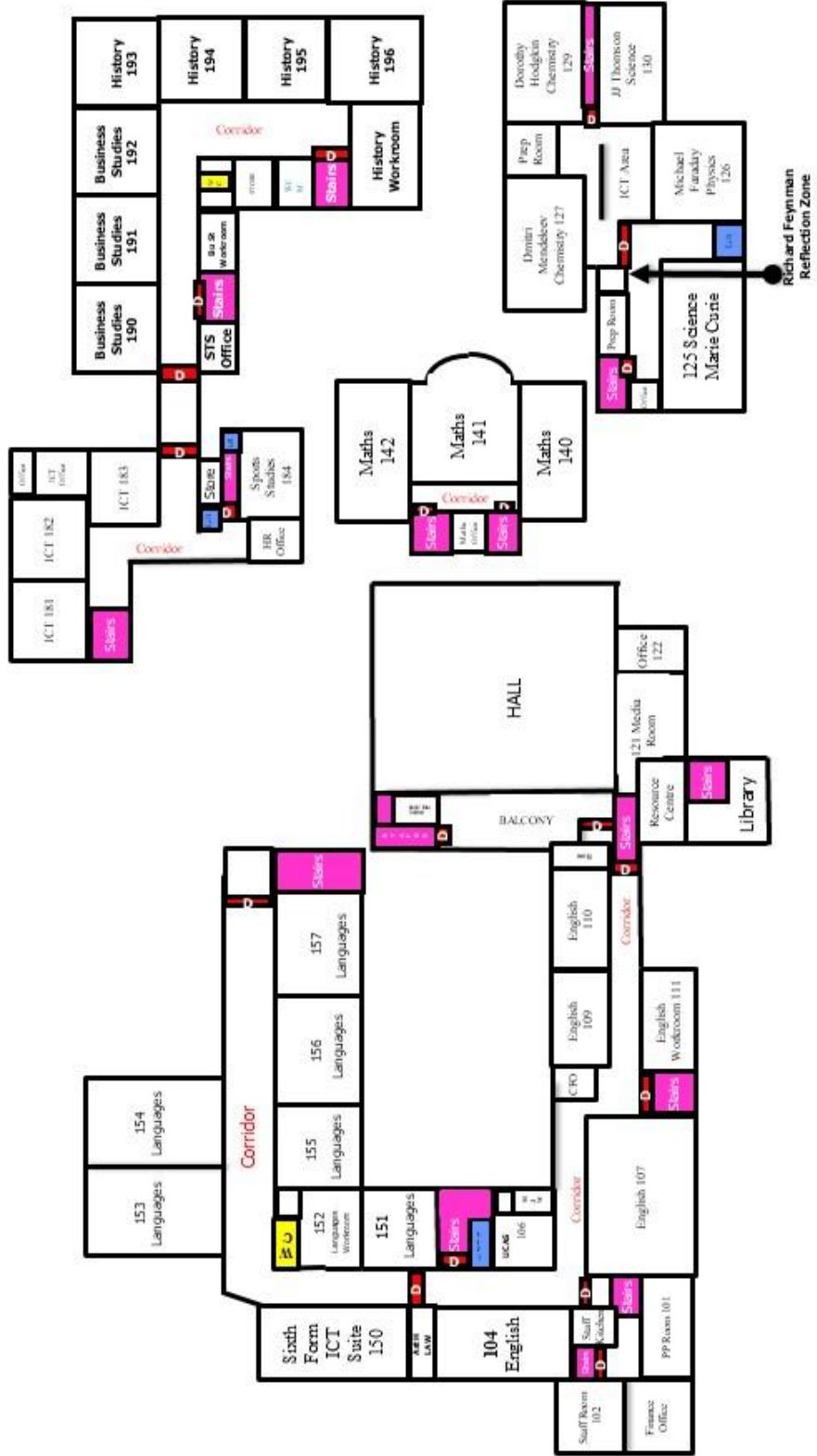


The History Archive Room

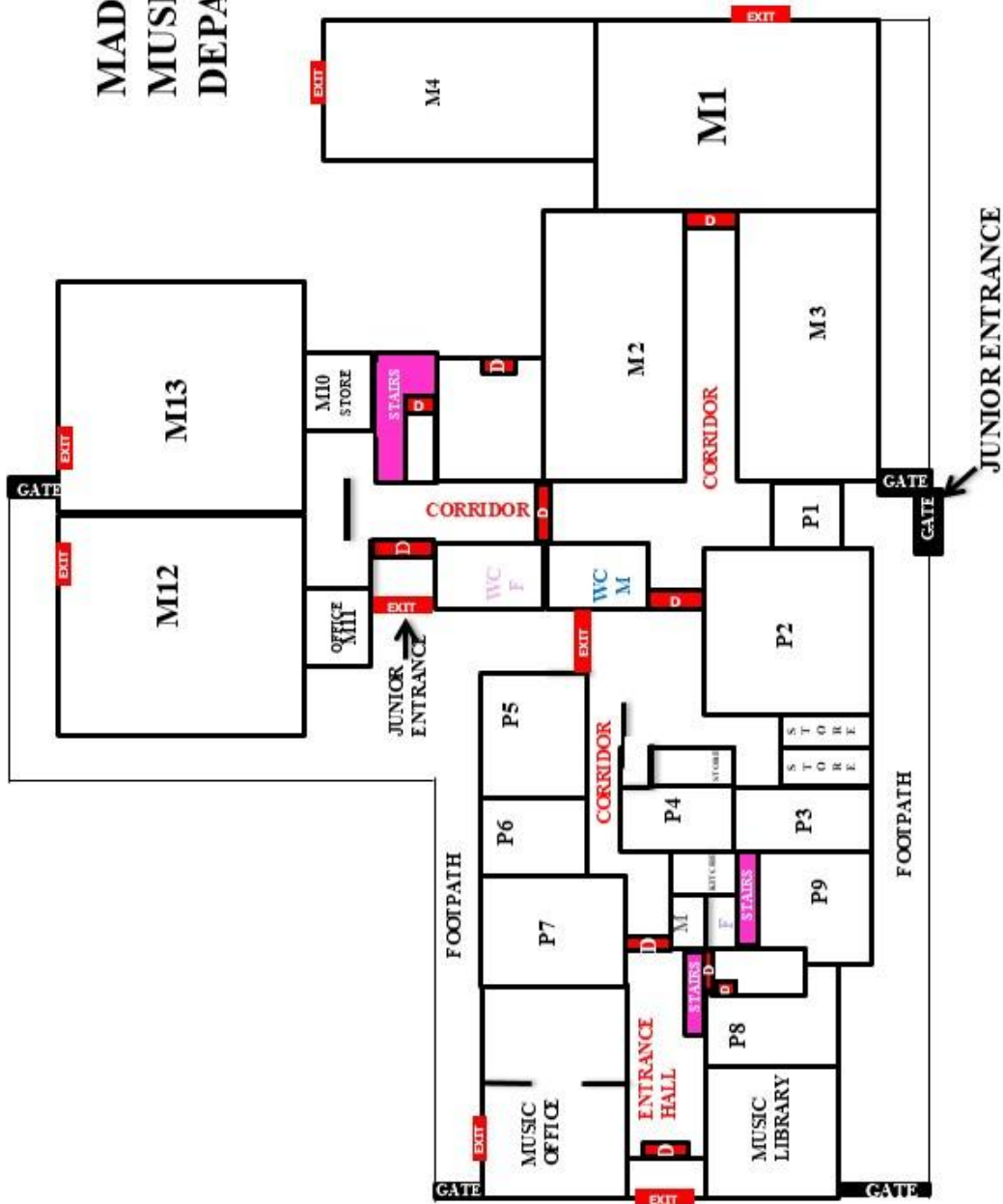


The King's (The Cathedral) School

FIRST FLOOR PLAN

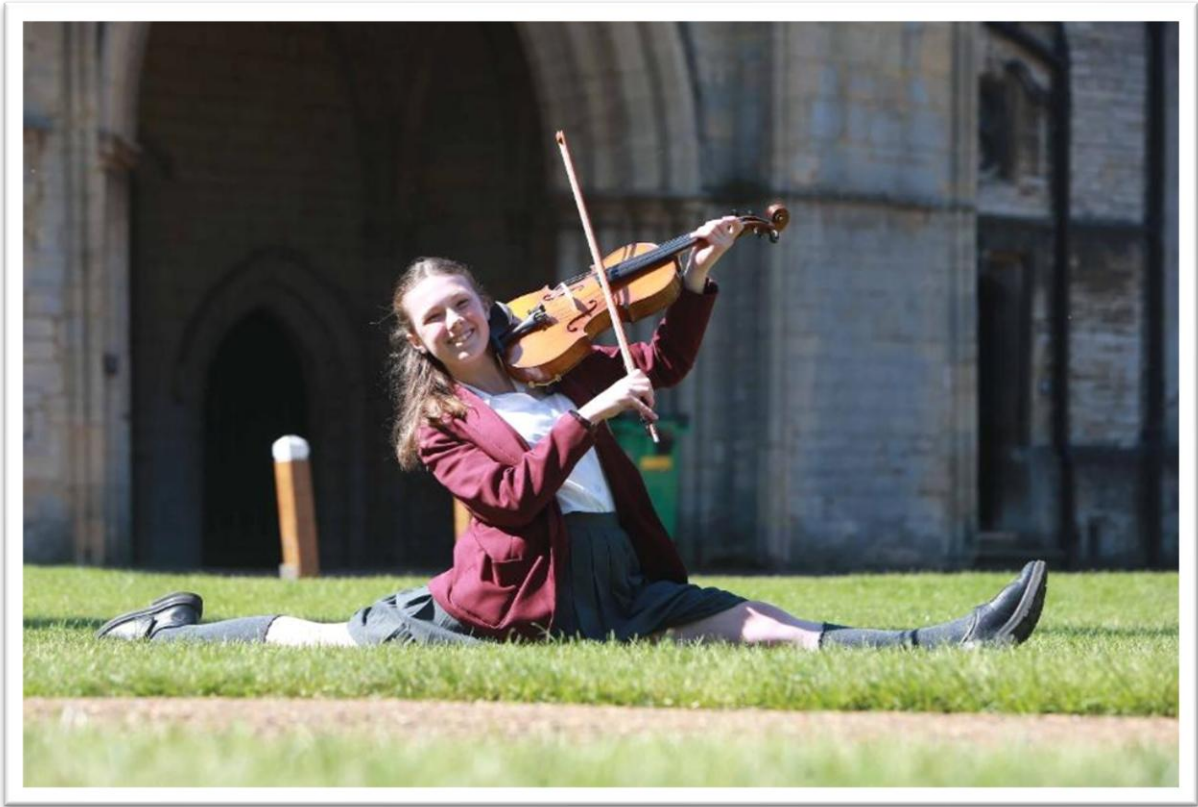


**MADELEY HOUSE
MUSIC & JUNIOR
DEPARTMENTS**



The King's
(The Cathedral)
School







CONTACTS

Mr J Criddle (AHoY):

Criddle.j@kings.peterborough.sch.uk

Miss N Key (PSO):

Key.n@kings.peterborough.sch.uk

Mr O Pengelly (SLT):

Pengelly.o@kings.peterborough.sch.uk

A Publicly Funded Independent Academy

The King's (The Cathedral) School Peterborough is a company limited by guarantee registered in England and Wales No. 7464058

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