

[Year 7 Induction Day - Thursday 3rd September 2020](#)

Time (approx)	Activity	Additional Guidance for Parents/Carers
8.15 - 8.30am	Pupils arrive at school	Please drop your daughters off in plenty of time for an 8.30am start Staff will be available to direct the girls into the Dining Hall
8.30 - 9.00am	Allocation of Form Groups	Your daughter will find out her Form and Form Tutor during this session They will then leave the Dining Hall with their Form and Form Tutor
9.00 - 10.30am	Thumb Scanning Lockers/ Padlocks Ice-breaker 1	The girls will have their thumbs scanned so they can access the Biometric system when paying for food/drink and for accessing printing around the school. Lockers and padlocks will be allocated to each girl (plus codes) in their Form rooms The girls will have their first Ice-breaker/"Getting to know you" activity {This session will be on a rota system between the 5 forms}
10.30 - 10.45am	BREAK including washing hands	
10.45 - 11.15am	Ice-breaker 2 IT log-in and Google Classroom	Two Forms will have a second Ice-breaker with their Form Tutor The other three Forms will be in an IT room where they will log-on to the school system and be introduced to Google Classrooms
5 minutes gap to allow for movement between rooms		
11.20 - 11.50am	Ice-breaker 2 IT log-in and Google Classroom	Three Forms will have a second Ice-breaker with their Form Tutor The other two Forms will be in an IT room where they will log-on to the school system and be introduced to Google Classrooms
11.50am onwards	Lunchtime arrangements	Form Tutors will outline what happens during lunchtime before starting a staggered start to lunchtime for each Form (see below)
12.00pm onwards - 1.05pm	LUNCH	7Ha: 12.00-12.45pm 7Pa: 12.05 - 12.50pm 7Se: 12.10 - 12.55pm 7Au: 12.15 - 1.00pm 7Fr: 12.20 - 1.05pm
12.45pm onwards	Fire Drill procedures	Form Tutors will outline to the girls what happens during a Fire Drill with a practice run at 1.30pm
1.45 - 2.15pm	Ice-breaker 3 including 'ask the Headteacher questions'	All Forms to take part in their third Ice-breaker while thinking of some questions to ask as a Form to the Headteacher & Deputy Headteacher at the end of the day
2.15 - 2.45pm	General Administration	Form Tutors will go through some of these with the girls in the time allowed: Pupil Planners / Actions & Consequences / Behaviour Code / Important dates for Year 7 / Lost property / Rewards and Praise / Homework
2.45 - 3.00pm	Q&A with the Headteacher & Deputy Headteacher	The girls will get the chance to 'quiz' the Headteacher & Deputy Headteacher
3.00pm	Dismissal from school	The girls will be gradually dismissed from the Hall to meet with parents/carers outside of the school gates