



# WILLIAM FARR

C of E Comprehensive School

## Year 7 Parent Handbook 2025 / 2026

William Farr Church of England Comprehensive School's vision is to provide all members of the school community with the opportunities to engage with **'life in all its fullness'** (John 10:10) through the highest quality of education, encouragement and endeavour. We are committed to **striving for excellence** and ensuring that all students are **known, valued and can achieve**.



William Farr Church of England Comprehensive School, Lincoln Road, Welton, Lincolnshire LN2 3JB

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Headteacher: Mr Grant Edgar | Registered in England and Wales | Company No. 07469546 | VAT No. 120 9852 21

# A very warm welcome to William Farr (C of E) Comprehensive School.

## A brief History

William Farr is a fully inclusive, Church of England comprehensive school with a strong reputation and rich local history. Our overarching aim is to develop students into well-rounded young people, who have the skills and attributes to make informed choices, be responsible and principled citizens who are ready to take their place in the outside world. We achieve this through high quality teaching and learning and supporting children through excellent care and guidance, where students are recognised and rewarded as individuals.

We offer a broad and balanced curriculum and an extensive range of curricular and extra-curricular activities, together with a wide range of educational visits to complement learning.

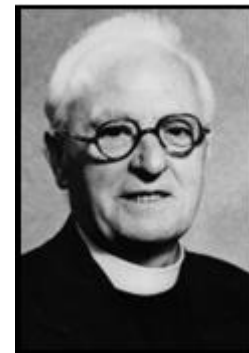
What is fundamentally important to us is that children who attend our school are happy, successful and enjoy their time here. They say students at William Farr never leave and that is very true as children here make friends for life.

With careful nurturing from school and support from you at home, students demonstrate the Christian values which are contained deep within the spirit of the school. Students show respect, are tolerant, kind and offer friendship to one another.

We are very proud of our students and staff and look forward to welcoming you into our school community.

The School is based on the site of the former RAF Dunholme Lodge, a World War Two Bomber Station.

SITE OF RAF DUNHOLME LODGE  
1942-1945



The Reverend William Farr, Vicar of Welton, purchased the land on which the School now stands in 1946. He bought it from the RAF with £600 pounds of his savings. The School opened its doors to students in 1952. William Farr died in 1955 and the School was named in his memory.

Today, we are proud to educate 1,500 students, including 250 in the Sixth Form.

In 2022/23, the School celebrated its 70th birthday with a special church service for the whole school community at Lincoln Cathedral.

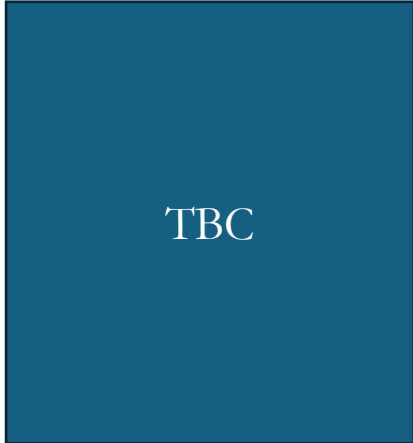
We celebrated our 70th anniversary in the year that our late Queen Elizabeth II also celebrated her 70th year Platinum Jubilee, having visited William Farr School in 1996 to open the Banks building.



**Ms L Starbuck**  
**HOY 7**

I am very much looking forward to working closely with you and your child to support their transition to WFS. My role as **Head of Year** is to oversee the Year group, ensure that standards are maintained and to support their holistic journey through Year 7 into Year 8. If you have any issues, the Form Tutor should be contacted in the first instance, or if the query is subject specific, please direct it to teaching staff, names can be found on the next page. For all other enquiries, my email is: [l.Starbuck@williamfarr.lincs.sch.uk](mailto:l.Starbuck@williamfarr.lincs.sch.uk)

**The Assistant Head of Year** supports me in the day to day running of the year group. Your child will be allocated a **Form Tutor**. This person is pivotal in supporting the welfare of pupils in their care.



At William Farr School students are divided into two bands – W or F. All students follow the same curriculum.

Students will be placed into a Tutor group and will be known by their Tutors initials. For example:

F band		W band	
ABC	Mr A Clark	DFE	Miss D Earth

**Other important staff at WFS**

- Mr N Muir is the schools **Designated Safeguarding Lead**. If you have any safeguarding concerns, he can be contacted by calling the school on 01673866900 or emailing [N.Muir@williamfarr.lincs.sch.uk](mailto:N.Muir@williamfarr.lincs.sch.uk)
- Miss S Griffiths is the **Deputy Designated Safeguarding Lead**. [S.griffiths@williamfarr.lincs.sch.uk](mailto:S.griffiths@williamfarr.lincs.sch.uk)
- Mrs J King is the SENCO If you have any SEN related enquires, please direct them to her. [J.King@williamfarr.lincs.sch.uk](mailto:J.King@williamfarr.lincs.sch.uk)

# HOW WILL MY CHILD SPEND THEIR TIME AT SCHOOL & WHAT SUBJECTS WILL THEY STUDY

The School day **starts at 09.00 prompt**. Students are expected to be in their form room for 08.55. Please note that **reception does not open until 08.30** and for safeguarding reasons, students cannot be on site before this time.

**Registration** is always with your child's Form Tutor. Once a week there is usually a collective worship, themed to one of our core values within this time.

Students will study **five different subjects** per day, each one hour long. Between lessons 2 and 3, & 4 and 5, there is a five-minute change over time to accommodate punctuality to lessons.

There are **twenty-five lessons each week**, each lasting 1 hour. The time spent in each subject over the week is :-

<b>3 hours</b>	English	<b>2 hours</b>	Design Technology	<b>1 hour</b>	Art
<b>3 hours</b>	Maths	<b>2 hours</b>	French	<b>1 hour</b>	Computing
<b>3 hours</b>	Science	<b>2 hours</b>	Geography	<b>1 hour</b>	Drama
		<b>2 hours</b>	History	<b>1 hour</b>	Music
		<b>2 hours</b>	Physical Education	<b>1 hour</b>	Religious Studies

## How the Day looks

09.00 – 09.20	Registration
09.20 – 10.20	Lesson 1
10.10 – 10.35	AM break
10.35 – 11.35	Lesson 2
11.40 – 12.40	Lesson 3
12.40 – 13.35	Lunch
13.35 – 13.40	Registration
13.40 – 14.40	Lesson 4
14.45 – 15.45	Lesson 5

Each week, your child will also receive a one hour **Personal, Social and Health Education (PSHE) lesson**, delivered by their form tutor. PSHE covers all those aspects of school life which contribute to the process of growing up, getting on with people, forming values and preparing for adult life. It will help your child to develop moral awareness, understand the school and community and make personal decisions. PSHE will include health, careers, the environment, study skills, friendships, drugs, British values, citizenship, Protected Characteristics, Social, Moral, Spiritual, Cultural development and more. At the beginning of Year 7, we will also be looking specifically at settling into a new environment.

# UNIFORM

We are very proud of our school. We want students to show they are proud to be part of WFS by wearing the **correct uniform**.

Uniform	Further details
Blazer	Navy blue with a pre-sewn-on school badge
Shirt	Pale blue polycotton or cotton, of conventional school style (not denim style). This should be tucked in at all times unless otherwise instructed.
Summer Shirt	As above, but short sleeved and with embroidered school badge. (See Summer School Uniform section)
Trousers	Graphite grey. Cotton drill, jeans style, chinos or skinny fit are not acceptable (for the school to determine). Trousers should not be cropped (there should be no gap between the bottom of the trouser and the shoe).
Skirt	Taylor Tartan. Must be worn at full length and not rolled up. (Skirts should be worn with a gap of no more than four fingers from the knee).
School Tie	Clip-on with House colour. (Information regarding House colour will be sent out before the end of the summer term).
Socks	Short plain black or mid-grey (no other colours are permitted).
Tights	Black or navy blue (no patterns).
Shoes	Black - of a solid construction, polishable and suitable for a busy school environment. No logos. No adornments of any kind. Low heels (5cm or less). Platform soles are not acceptable, neither are flimsy fashion shoes, canvas shoes or trainers. No sling backs or stiletto heels. Boots are not acceptable unless in severe weather conditions. Where a pupil is forced due to legitimate medical reasons to wear trainers or boots instead of shoes, a medical note is required.



Our **approved uniform supplier** is [www.uniform-direct.co.uk](http://www.uniform-direct.co.uk).

We sell a range of **pre-loved uniform** on our website, or follow this link [Uniformd](#)  
We are reliant on donations of good quality, pre-loved school uniform and, therefore, stock availability will be limited to the donations we receive

## FURTHER UNIFORM

Student should also ensure that the **wider uniform restrictions** are always adhered to.

	Further details
<b>Nails</b>	Long nails, false/gel nails and nail varnish are not permitted.
<b>Jewellery</b>	The only jewellery permitted is a wristwatch (this must not be a Smart Watch if it can be connected to the internet or mobile phone network), one signet ring per hand, one bracelet per wrist and one set of very small stud or sleeper earrings (one per ear). No other forms of body piercing are allowed. No other forms of jewellery are acceptable.
<b>Hair</b>	Extreme hairstyles are not permitted and the school reserves the right to advise parents on what it considers to be extreme. There should be no tramlines. Only natural hair colour is allowed
<b>Make-Up</b>	Natural and subtle make-up will be accepted in school, but excessive make-up will not. It is for the school to determine what is acceptable make-up. There should be no false eyelashes or excessive eyebrow make-up. No excessive fake tan to be visible.
<b>Hoodies</b>	These may be worn as an outdoor garment/coat but must not be worn underneath a blazer.

For **PE lessons**, the kit required will change slightly dependant on the activity they are undertaking. Students will be informed on their kit requirements by their PE teacher and this will be updated on the schools VLE when activities change. Essential items required are:

- Rugby/hockey shirt
- Black shorts or plain black tracksuit bottoms or plain black leggings
- A navy blue polo shirt with the WFS logo
- Long, plain black football socks and short white sports socks
- Training shoes with a non-marking sole
- Studded, football boots



Follow the link below to the full uniform policy including PE kit from the school website

# EQUIPMENT

It is essential that students are **well equipped** to access learning.



	Further details
<b>Pencil Case</b>	Equipped with Pens, Pencils, Rubber, 30cm ruler, Pencil Sharpener, Coloured Pencils
<b>Diary</b>	This will be provided.
<b>Calculator</b>	The school recommends the Casio FX 85 GT or GTX (new model)
<b>French Dictionary</b>	
<b>Bag</b>	All pupils should have a rigid, waterproof bag to carry books. Smaller sports bags are an acceptable compromise as are small rucksacks. Handbag style bags are not recommended.
<b>Water Bottle</b>	A refillable water bottle is recommended

Some subjects will also require further equipment. As a guide:

- For **Drama** lessons, pupils are permitted to wear plain black shorts under their skirt
- For **DT** lessons, a navy blue protective apron is required to be worn in workshops

It is essential that all uniform and equipment is **fully named**. Lost property opening times can be found on this page.

## LOST PROPERTY OPENING TIMES

<b>Monday</b>	<b>8.45-9.00am</b>
<b>Tuesday</b>	<b>8.45-9.00am</b>
<b>Wednesday</b>	<b>9.05-9.20am</b>
<b>Thursday</b>	<b>8.45-9.00am</b>
<b>Friday</b>	<b>9.05-9.20am</b>

# EXPECTATIONS

William Farr School is a supportive, inclusive and caring community. To ensure everyone is kept safe and enable them to strive for excellent, all pupils are expected to follow the school **Code of Conduct**.

**A** Accept that your actions are your choice

**B** Be on time, every time

**C** Come to school fully equipped for learning and wearing correct uniform

**D** Do all classwork and homework to the best of your ability

**E** Ensure that you keep hands, feet and unkind words to yourself

**F** Follow all instructions the first time

The **schools' behaviour management policy** creates a positive culture that promotes excellent behaviour, ensuring that all pupils have the opportunity to learn in a calm, safe and supportive environment. This underpins the school's vision statement where every pupil is known, valued and achieves as an individual.

The policy also outlines a range consequences for students who demonstrate unacceptable behaviour, including bullying and discrimination. The full policy can be viewed on the school website, or scan the QR code on this page.



Every evening, your child will be set **homework** in one or two subjects. They will need to spend half an hour per subject and about an hour per night in total. Homework tasks include written work, research and investigation, private reading and revision. If there is only one piece of homework set, it is an opportunity for your child to use the time do any additional tasks that they need to do, such as revise for an assessment or learn subject specific vocabulary. The homework diary must be signed by you as a parent. **Homework will also be set via the School's Virtual Learning Environment (VLE).**

There is a **parent app** to allow parents or carers to view their children's timetable, homework and other tasks. Each child will have separate information available by selecting them under the 'your children' menu.

To access from a Windows device, go to this address: [wfs.fireflycloud.net](https://wfs.fireflycloud.net). To access the VLE from other devices, you will need to download the Firefly app. To download the app, please go to the Google Store or App Store and search for 'Firefly for Parents'.

# SCHOOL COUNCIL AND THE WFS HOUSE SYSTEM

The aim of the **School Council** is to enable students to voice their views and opinions on a variety of issues that affect them at school.

Representatives are elected from each form and they then sit on a year forum, led by the Head of Year. From this group, **year representatives** are also elected and these students represent their year on a number of whole school occasions. **Form Representatives** are also elected and they carry out allocated responsibilities by their Form Tutor.



Representatives from the School Council write to parents for donations to the School Fund biannually. The School Fund is then used to purchase items to benefit the students in school, such as a large school clock which can be seen from the school field.



New for September 2025 students will also earn **house points** as reward for doing the right thing that can be used to exchange for rewards at the school shop!

Your child has been placed into a **House as part of our House system**. Competitions are held in a number of activities, including sport, chess, poetry, music and performing arts.

The points gained by students taking part are awarded to their House. Throughout the year, each House has its own House Captains who will need your child's support. Your child's **House colour will be on their school tie**.



Faculty	Communication (English & MFL)	Maths & Computing	Science	Creative (Art, Drama, Music)	Humanities & Social Sciences	Technology & Business	PE & Community
<b>Head of Faculty</b>	<b>Mrs S Meggett</b>	<b>Ms L Varcoe</b>	<b>Mr J Hillsmith</b>		<b>Miss K Bates</b>	<b>Mr B Price</b>	<b>Mr N Hamilton</b>
<b>Assistant Head of Faculty</b>	Mr B Irving Mrs F Eatough	Mrs K Pitts Mr H Mort	Mrs B Charman		Ms W Brown	Mr C Otter	Miss B Steel
<b>Staff</b>	Ms E Hanson Mrs H Adams Mrs R Parry Mrs E Garnett- Wilcock Miss N Whiles Mrs H Burr Mrs T Hutchins Mrs F Gray Mrs J Grant Mrs J Pailing Mrs A Colautti Mrs S Carlisle	Mrs A Hoddinott Mr J Clark Miss L Pustelnik Miss L Spencer Mr O Petts Miss S Hall Mr W Staniforth Mr A Gayfer Miss H Adair Mr J Butcher	Miss A Rae Mrs A Wiley Miss A Ward Mrs E Dungate Mrs G Munro Mr J Dickenson- Fogg Mr L Tomlinson Mr N Muir Mr N Campbell Mr P Bleby Mr R Tamisari Mr T Wiley	Mrs D Townsend Mrs E Jones Mrs T Butler Mrs E Stevenson Mrs G Hobby Mrs G Grant Mrs R Doncaster Mr S Cole Miss C Tappin Mrs C Bushell- Thornalley Mr P Whitehead	Mrs H Brittain Mrs H Bates Mrs H Ward Mr M Aston Mr M Brittain Mr R Noon Mr C Strange Mr C Mattley Mrs L Noon Mr P Woodhouse Miss R Carr Mrs H Marshall Mrs J King Mrs R Holt Mrs R Peachment Miss R Simons	Ms C Owbridge Mr C Freckelton Mr I Pindar Mrs L Bird Mr M Oliver Mr N Wright Miss C Norcross	Ms L Starbuck Miss K Ewing Mr S Willett Mr C Stock Mr D White  <b>SEND</b>  Mrs J King  Mrs H Marshall

# OPERATING SYSTEMS – MCAS, Parent Pay and the VLE



You will be required to download the **My Child At School (MCAS)** app. This is linked to our schools management system Bromcom and allows you to receive important email communication from the school.

The app also allows you to access your child's attendance, behaviour record, timetable and emergency contact information. It is therefore imperative your details are kept up to date on this.



As part of our drive to enable you to engage with the school more effectively, we have introduced **cashless catering and online payment solutions**. This will allow you to make payments to your child's account via the internet.

The preference of the school is to use biometrics as this is more secure and faster than any other method of identification. Your child will be required to be registered biometrically. Please be assured that this information remains within the school and the biometric information taken is an algorithm and not the actual fingerprint. However, if you choose not to have your child registered, we will provide a smart ID card free of charge, however if this is lost, there will be a £5 replacement charge. Once your child has registered, we will inform you how to open a **ParentPay account**.

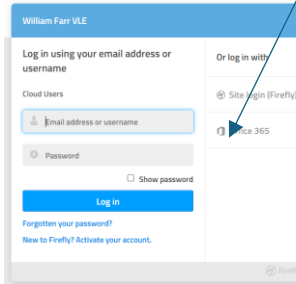
You can control how much credit is placed on the account. There is a daily set spend limit of £6 in place. If you would prefer this to be higher or lower, please put your request in writing to the Catering Manager.

All homework is set on the **VLE**, with Year 7 students also having a diary to record theirs in. To log in to the VLE or email from home, visit the school website [www.williamfarr.lincs.sch.uk](http://www.williamfarr.lincs.sch.uk)



To **log in** to the VLE

- Click on the VLE link
- Click on 'office 365'
- Enter your school email ([username@Williamfarr.lincs.sch.uk](mailto:username@Williamfarr.lincs.sch.uk)) and the password you would normally use at school
- A firefly app is also available to download to use on tablets and phones.



**Homework tasks** can be found under the 'tasks' menu, there is also the facility to ask for help by adding a comment to your task. This can be accessed within a task and **send a comment**'.

# STREATERIES – ASPENS CATERING

We are pleased to let you know that Aspens has been chosen to provide the meal service at William Farr School.

We are Aspens Services, a market leading contract catering company and we specialise in school food. We only work in the education sector so we know what our customers want. Mixing this knowledge with an understanding of what's hot in the food world sparks creativity and excitement in our chefs. Our kitchens provide delicious home-cooked food each day and cater for individual dietary requirements.

We don't just provide food, we play our part to educate children and raise awareness about nutrition, food and where it comes from, so that they can make informed and mindful choices. Feeding our future.

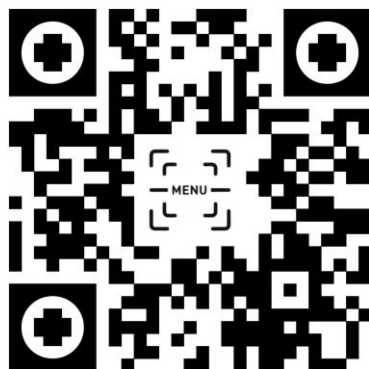
We push the boundaries here with really interesting dishes that grab a lot of attention in the world of food. We understand that tastes are expanding, and students are keen for the chance of new food experiences. We also don't forget that familiarity and comfort are what so many want, so we have plenty of choices to fit the bill. With important learning to be done, we make sure that we are feeding healthy minds as well bodies.

Streateries is our main secondary meal offer. With food drawing on Asian, African, Caribbean, and more traditional fare, the menu includes street food dishes, handheld versions with vegetarian and vegan choices and sides available.

Our Deli Kitchen builds on the popularity of our standard hot and cold deli offers, to provide more substantial meals at our grab and go counter.



Price list



Use these links to see the latest price list and information on the meal deal option.

## Transition day menus. £3.50 cash needed each day to purchase \*

### Main meal option of:

- Roast chicken, mashed potatoes, peas and gravy
- Pasta w/sauce and cheese
- Jacket potato + two filling

### Snack choice:

- Cake
- Fruit
- Cookie

Bottle of water

### Main meal option of:

- Pizza, chips and beans
- Pasta w/sauce and cheese
- Jacket potato + two filling

### Snack choice:

- Cake
- Fruit
- Cookie

Bottle of water

\*Please assist us in completing the MS form emailed to you with selections

# EXTRA CURRICULAR OPPORTUNITIES

Many different **clubs and activities** take place at lunchtimes and after school. Notices will be displayed around school, giving times and places to go of the various activities which are available. These will also be advertised to students through our daily bulletin. Students will be encouraged to attend extra-curricular clubs to widen their interests, make new friends and work towards their **transition passport**.

At Christmas we will be going to the **pantomime** and in the summer term Year 7 will have the opportunity to go the **Lincolnshire show**. Other departmental trip opportunities will be advertised throughout the year, previously, for example, the Science faculty have facilitated a trip to the Space Centre in Leicester which has been a popular choice for students! The list to the right are some examples of clubs which students enjoyed this last year.

## 🎓 School Clubs List

- 🏹 Warhammer
- 🧩 Bridge Club
- 🎭 Drama Club
- 🎵 Christian Fusion
- 🧱 Lego Club
- 📖 Book Club
- 🏳️‍🌈 LGBT Group
- 🎨 Art Club
- 🧶 Knit and Knatter
- 🔬 Awesome Science
- 💻 Computerama

- ⚡🐉 Pokémon Club
- 🎻 Orchestra
- 🎤 Young Voices
- 🎷 Concert Band
- 🏐 Netball
- 🏏 Rounders
- 🏃‍♀️ ♀ Athletics
- 🎾 Tennis
- ⚽ Football
- 🏸 Badminton
- 🕺 Just Dance
- ♟️ Chess Club



Pictures from various opportunities

What if my child can't do their homework?	Encourage your child to see their teacher ASAP for support.
What if my child is late for school	Your child must immediately sign in at reception
What if my child loses something	Ask at reception. Or visit lost property.
What if my child forgets something or I have to contact them urgently	Please bring items to reception, or call the school: 01673866900 and ask for a message to be passed on.
How do I put money on their ParentPay account	Automatic top up can be set up once the account is set up.
What if my child can't do PE	Write a letter to explain to their PE teacher and sign it.
Who does my child speak to if they have a problem	They should first speak to their form tutor, or Ms Starbuck, HOY
What if my child is absent	Each morning of absence please call the school absence line with a reason. 01673866900
What if my child forgets their network password	They can see the IT technician to reset their password.
Can my child bike to school?	Yes, they can leave it in the bike sheds. Please ensure it is locked!

# FRIENDS OF WILLIAM FARR



## THE FRIENDS of William Farr School

Registered Charity Number 1002331

The **Friends of William Farr School** is a vibrant group of parents, carers and teachers like you! We're passionate about creating a supportive and enriching environment for all our students.

The Friends of William Farr exists to raise funds for projects within our school and to promote social activities involving students, parents and teachers. Every year, we raise much needed funds to fund items, clubs and so much more to the school that enhance the experience of all students. Our aim is to support all sections of the school in their requests for funding, which come directly from staff and students to us.

**100 club** is one of the Friends' fundraising ventures. It is easy to join, involves a one-off payment and then you can sit back and see if you win in any of the 12 draws that will take place throughout the year.

The more members, the more prize money and the more money we make to help students at William Farr. It has started out as a '100 Club', but with wonderful support it could easily be a '200 Club'.

It is all very simple and we invite you to recruit as many neighbours, family, and friends as you can...and, of course, yourselves to continue making the Club such a success. Our children will benefit from the money raised - they will always be the **REAL** winners!

Each month half of the prize fund goes to the school fund, the other half is shared out as prizes. The more members there are the better the prizes get! It is simple – just buy your number then wait to see if you have won each month. We'll send the prize money to you if you win. For details of how to enter, email [friendsofwilliamfarr@gmail.com](mailto:friendsofwilliamfarr@gmail.com)



## VOLUNTEERS NEEDED!

ARE YOU PASSIONATE ABOUT MAKING A  
POSITIVE IMPACT ON YOUR CHILD'S  
EDUCATION AND SCHOOL COMMUNITY?



The Friends of William Farr School invite you to join us!

We invite YOU to be a part of our dynamic parent teacher association and make a difference in the lives of our students!

Join us in creating an enriching and supportive environment for our children. Your involvement matters, and every contribution, big or small, adds up to create a positive impact.

Ready to Join?

Contact [friendsofwilliamfarr@gmail.com](mailto:friendsofwilliamfarr@gmail.com) for more information.



**TOGETHER, WE CAN MAKE A DIFFERENCE!**

### WHY JOIN US?

#### Build Stronger Connections

Connect with fellow parents, teachers, and school staff to create a supportive and vibrant school community.

#### Raise funds for our school

Raise funds for projects that enhance the educational experience for students, parents and teachers at our school.

#### Influence Positive Change

Be a voice for positive change, advocate for student needs, and work collaboratively with the school administration.

#### Fun and Fellowship

Enjoy a sense of camaraderie and have fun organising and participating in exciting events and activities.

### HOW CAN YOU GET INVOLVED?

#### Volunteer for Events

Contribute your time and talents to help organise and execute engaging events and fundraisers.

#### Bring Your Skills

Whether you're a marketing guru, event planner, or tech whiz, your unique skills can make a difference!

#### Attend Committee Meetings

Share your ideas, stay informed, and be part of the decision-making process.

#### Committee Participation

Join committees focused on areas like fundraising, communications, and community outreach.

# Starting you on a wonderful journey



Key dates	
Tuesday 1 July 2025	Transition Day 1 – 09.15 – 15.00
Wednesday 2 July 2025	Transition Day 2 – 09.15 – 15.00
Thursday 4 September 2025	First day of term – 09.00 – 15.45

William Farr Church of England Comprehensive School, Lincoln Road, Welton, Lincolnshire LN2 3JB

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