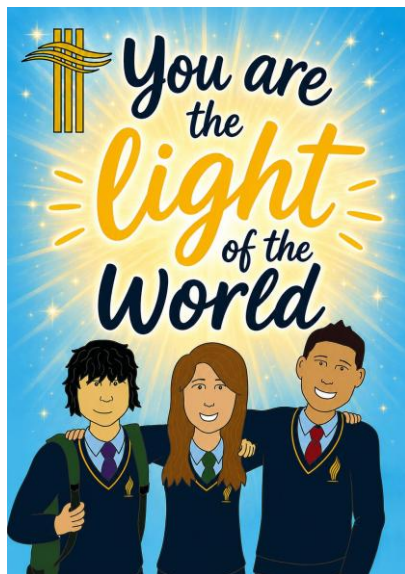




Lowton Church of England High School

Parent Guide 2026 – 2027



Welcome to Lowton

Welcome to Lowton Church of England High School, and to our school family.

Lowton is a family school at the very heart of our community. We are small enough to know all of our pupils and families well, and big enough to offer exciting opportunities for everyone to flourish, thrive, and succeed.

Our values of caring, learning, and succeeding shape everything we do. We want every child to be proud of who they are, proud of what they achieve, and ready to make a positive difference in the world in their lives after Lowton.

'In the same way, let your light shine before others, that they may see your good deeds and glorify your Father in heaven.'

Matthew 5:16

This guide gives you the key information you and your child need for everyday life at Lowton. Each page gives you a summary and points you to our website, where you will find more detail and our full policies. The QR codes at the end of this guide take you straight to the right page.

All of the information in this guide is correct at the time of publishing. Any updates or changes will be shared with you through our weekly parent letter.

We are so pleased to have you with us.

Mrs Jane Galbraith, Headteacher

Our Student Charter

Our Student Charter is our promise to each and every pupil in our school. It is a set of six promises that we make from the moment a family first engages with us until the day our pupils leave.

The charter is structured under our three school values of caring, learning, and succeeding. It is like a contract between colleagues, pupils, and parents — it says ‘this is what we do round here’, and it captures the Christian distinctiveness that runs through the culture and ethos of our school.

CARING

- You will be put first in all we do and will feel safe at all times when you are in our care.
- You will be listened to and heard, with your unique identity recognised, valued and respected.

LEARNING

- We will offer you a life-enhancing encounter with the Christian faith.
- We will teach you well in calm and orderly lessons in each of your subjects.

SUCCEEDING

- You will have the opportunity to develop your talents, aspirations, and leadership qualities.
- We will appreciate and recognise you for achieving your personal best.

The school day

The school site opens for pupils at **8:00 am**. Pupils should aim to arrive by **8:15 am**, ready for the morning bell at **8:30 am**. The school day ends at **2:50 pm**.

Years 7 and 8	Enter and leave school by the J block gate on the school car park. Please do not drop off and pick-up your child on the car park, doing so puts our pupils at risk.
Years 9, 10, and 11	Enter and leave school by the St Helens Road entrance

Staff welcome pupils at the gates each morning. They check uniform and make sure **mobile phones are switched off**.



Punctuality matters

Arriving late to school without a good reason leads to a lunchtime detention, and arriving after the register closes counts as an unauthorised absence and results in a same day after school detention.

Getting to school

By bus

Pupils can travel to school on the **610** bus from Leigh or Wigan.

Pupils travelling from Westleigh can use the direct **988** bus.

Pupils using the 988 to travel **home** must have a bus pass supplied by school. This makes sure that only pupils who need to travel to Westleigh use the **988** bus. Information on how to apply is sent by email, or you can contact the school office.

Routes and times: tfgm.com/schools/wigan/lowton-church-of-england-high-school

By bicycle

Pupils who cycle to school sign a contract to commit to wearing a helmet and following the Highway Code. Contracts are available from the pastoral office. Bicycles can be stored securely in the school cycle park at the pupil's own risk. Pupils who do not wear a helmet will lose the right to store their bicycle on site.

By car

Pupils travelling by car must be dropped off outside the school site, and not on the school car park please.

Exceptions are made for pupils with disabilities, whose bespoke arrangements are written into their pupil passports.

Term dates 2026–2027

Autumn term	Wednesday 2 September 2026 – Friday 18 December 2026 Half term: Monday 26 October – Friday 30 October 2026
Spring term	Wednesday 6 January 2027 – Wednesday 24 March 2027 Half term: Monday 15 February – Friday 19 February 2027
Summer term	Monday 12 April 2027 – Wednesday 21 July 2027 Half term: Monday 31 May – Friday 4 June 2027. May Day: Monday 3 May 2027

INSET days (school closed to pupils)

Tuesday 1 September 2026 • Friday 27 November 2026 • Tuesday 5 January 2027

School finishes at 12:30 pm on Friday 18 December 2026 and Wednesday 21 July 2027.

Looking ahead: 2027–2028

Autumn term starts Monday 6 September 2027. Full dates for 2027–2028, including INSET days, are at: www.lowtonhs.wigan.sch.uk/parents/term-dates

Please do not book holidays in term time. Any holidays booked during term time will be classed as unauthorised absence and may result in a fine.

Our uniform



Our uniform is smart, practical and affordable. It helps every pupil feel part of our school community and ready to learn. Full details, images and information on where to buy can be found on our website at www.lowtonhs.wigan.sch.uk/parents/uniform.

What pupils wear every day

- Lowton branded jumper
- Plain blue shirt, worn tucked in
- School year-group tie, bought from school
- Plain black tailored trousers
- Black formal school shoes

New from September 2026. All pupils now wear plain black tailored trousers, and blazers are no longer part of the school uniform.

Trousers

Trousers must be **plain black, tailored and straight-leg**, and no logo is needed. Skinny, flared, bootcut, low-rise and legging-style trousers are not allowed.

Skirts (Years 8 to 11)

Pupils in Years 8 to 11 may wear the standard 'Lowton' branded skirt until July 2027, worn at or just above the knee. This transition year is intended to reduce the cost to families of buying new uniform. We encourage you not to buy a replacement skirt, but to move to trousers when the current skirt needs replacing. From September 2027, all pupils wear plain black trousers. If a skirt is rolled up or deemed too short, the pupil will be directed to wear trousers instead. The school reserves the right to decide reasonably what is too short.

Shoes

Smart, plain black leather or patent shoes with no logo. Trainers, boots, canvas shoes and pumps are not allowed. If you are unsure, please check with school first, or see our [Shoe Guide](#).

Pupils who arrive to school wearing trainers will be isolated for the day

The school holds a limited stock of shoes that pupils will be issued to wear in exceptional circumstances.

Coats

Coats should be warm and/or weatherproof. They must have a hood. Windbreakers, gilets and hoodies are not allowed, and coats are not worn in lessons. Colourful coats are not allowed.

For examples, see our [Coat Guide](#).

Hair, make-up, jewelry and nails

- Natural hair colours only, with no extreme styles or markings (minimum length a number 1).
- Discreet, natural, light make-up only.
- No removable eyelashes. Any eye lash extensions must look natural. If they are noticeable, they must be removed.
- One watch, which must not be a smart watch.
- No earrings, studs or other piercings.
- No nail varnish or false nails.

Pupils who arrive to school breaching the school uniform standards will be isolated for the day.

PE kit

Compulsory items are socks, school PE top and a choice of shorts, leggings or tracksuit pants. Optional extras are a quarter-zip top, a hooded top and a rain jacket.

Help with the cost of uniform. Good-quality, pre-loved uniform is available to all families. If cost is ever a worry, please contact school in confidence. Stockists and full details are on our website at www.lowtonhs.wigan.sch.uk/parents/uniform.



Equipment for learning

Pupils must bring the compulsory equipment shown below every day, in a suitable school bag.

COMPULSORY EQUIPMENT LIST				
PUPILS	EQUIPMENT	SCHOOL		
2 BLACK PENS	1 GREEN PEN	1 PENCIL	1 RUBBER	1 WHITEBOARD
				
1 RULER	1 GLUE STICK	1 HIGHLIGHTER	1 SCIENTIFIC CALCULATOR	1 WHITEBOARD PEN
				

- A whiteboard and whiteboard pen are given to every pupil at the start of the school year
- Replacement items can be purchased from the school equipment shop

Be prepared. It is important to be well equipped and organised for school. Pupils without their compulsory equipment will be issued with a detention.

Behaviour: our approach

Our approach to behaviour is built on our Christian ethos of caring, learning, and succeeding. We believe that excellent behaviour is learned and taught — through strong relationships, high expectations, and consistent practice.

We want every Lowton pupil to be the very best person that they can be. That takes hard work, resilience and determination, and a strong partnership between home and school, so that the messages our young people hear are consistent, caring but still challenging when they need to be.

- We have high expectations of every pupil — in lessons, around school, on the way to and from school, and when representing the school
- Positive behaviour is noticed, praised, and celebrated every day
- Rules, rewards, and consequences are applied fairly and consistently
- Sanctions are corrective, not punitive — pupils are supported to learn from mistakes
- Reasonable adjustments may be made where pupils have additional needs. These are evidence-based and carefully documented

We use the word LEARN for our five classroom expectations:

- L** Look smart at all times
- E** Equipment and homework brought in every day
- A** Arrive on time to school and for all lessons
- R** Remain on task in all lessons
- N** No calling out or answering back

The full Behaviour Policy is on our website at: www.lowtonhs.wigan.sch.uk/our-school/statutory

Recognising and rewarding pupils

We believe in recognising and celebrating the right behaviours every day. We actively look for chances to praise pupils and share their achievements with you at home.

Achievement points	Awarded for star of the lesson, outstanding work, effort, homework, and taking part in school events
Certificates	Half-termly awards for achievement, attendance, and behaviour
Flame badges	For exceptional effort or contribution to school life
Postcards and letters home	Celebrating attendance, improvement, achievement, and effort
Celebration assemblies	Attendance, subject, and progress awards shared with the whole school
Rewards lunches	For pupils who consistently show our school values

Sanctions and support

Our approach is firm, fair, and consistent. Sanctions make sure all pupils can learn in a safe and positive environment, and we always aim to support pupils to improve. You will be informed when sanctions are issued.

Behaviour point	Minor breaches: uniform, missing equipment, lateness, or being off-task
Lunchtime detention	Arriving late to school
After-school detentions	30 minutes for poor behaviour or missing homework (Key Stage 4); 40 minutes for missing a detention
SLT and isolation detentions	Repeated poor behaviour, persistent lateness, or missed detentions
Internal isolation	Serious poor behaviour, as an alternative to suspension
Suspension and exclusion	Reserved for the most serious or persistent breaches

Report cards

If your child's behaviour causes concern, they may be placed on a report card — a supportive measure with five stages, from form tutor monitoring through to a Personal Support Plan led by the Headteacher.

We will always contact you if your child is placed on a report.

Please note: you will be informed by text when an after-school detention is issued — no exceptions are made.

Following a suspension, you must attend a reintegration meeting before your child returns to school.

Mobile phones

Lowton Church of England High School is a mobile phone free school.

A phone-free day means:

- Calmer, more focused lessons, with fewer distractions.
- Stronger safeguarding, less pressure from social media during the day, and better wellbeing for everyone.

If your child needs to contact home, the pastoral office will help.

How it works

In the morning

1. Pupils line up at their entrance and have their uniform checked.
2. They open their pouch by tapping it on the unlocking base.
3. They briefly show their phone (switched on) so staff can see it is a genuine, working phone.
4. The phone is switched off and placed in the pouch, along with any smartwatch, earbuds or headphones.
5. Staff lock the pouch, and it goes into your child's school bag for the day.

At the end of the day

1. As pupils leave, they tap the pouch on the unlocking base to open it.
2. They take out their phone and any other devices.
3. They close the empty pouch (this protects the pin) and keep it in their bag ready for the next day.

The pouch stays with your child the whole time. It is not handed in or stored by the school.

Any pupil who is found in possession of a unpouched mobile phone will receive a sanction in accordance with our school policy. This sanction is likely to be a suspension from school.

For more information about our mobile phone policy, please visit the school website

Mobile phones



Access to toilets

Supervised toilets are available before school, at break and lunch, and after school. Years 7 and 8 use the J block toilets, and Years 9 to 11 use the F block toilets. Each year group has a designated, supervised block at social times.

In an emergency during lessons, pupils can ask their teacher, and a colleague on patrol will escort them to the nearest block.

If your child has a diagnosed medical condition, please get in touch with us about the support we can offer.



School meals and payments

Our 5-star-rated, in-house catering team serves healthy meals with good-sized portions at affordable prices. The same menu runs across four serving areas, with a zone for each year group.

How does my child pay for their food?

All students have an account – called SCOPay - which is linked to their purchases within the canteen. Credit can be added to the student's account in two ways:

1. Students can credit their account with cash inserted into the machines in the canteens.
2. Parents can add money to their child's account on-line via the SCOPay app.

Fingerprints

When pupils get to the till in the Canteen, they can use their fingerprint – which is linked to their SCOPay account – to pay for their food and the money is deducted from their SCOPay account.

How does my child get a SCOPay account?

Simply contact our Finance team at finance@lowtonhs.wigan.sch.uk and request a SCOPay form

Guidance on the system use is available on the school website:

Parents/ SCOPAY

<https://www.lowtonhs.wigan.sch.uk/parents/school-meals/scopay-online-payments>

Biometrics

Biometric (fingerprint) payment needs your consent, given through the school's combined consent form. Please note that the account is credit only — funds cannot be withdrawn or moved between accounts. See our Biometrics policy on the website.

Free school meals

From September 2026, the Department for Education has made some changes to the way that Free School Meals are allocated.

This means that you will need to check to make sure if your child can still receive a Free School Meal *and register them for Free School Meals*.

Please click on this link to check your eligibility and register your child:

<https://forms.wigan.gov.uk/xfp/form/750>

You will need to register again even if your child has always received Free School Meals.

There are also some changes to eligibility, so if you are unsure if you can claim a Free School Meal for your child, simply click on the link above and you can find out.

Who is eligible:

From 1st September 2026 your child is entitled to a free school meal if:

- You or your partner receive Universal Credit (the previous limit of £7,400 per year has been removed)
- You receive income-related Employment and Support Allowance
- You receive the guaranteed part of Pension Credit
- You receive Support under Part VI of the Immigration and Asylum Act 1999

Click this link to check your eligibility and apply: <https://forms.wigan.gov.uk/xfp/form/750>

The link will take you to an online form where you can enter your details which will enable a check to take place. *You will need to enter your Name, Date of Birth and National Insurance details.*

For more information about menus, allergen information

www.lowtonhs.wigan.sch.uk/parents/school-meals

Keeping pupils with allergies safe

Our school is allergy-aware. In line with Benedict's Law, our staff are trained to recognise and respond quickly to allergic reactions, including anaphylaxis. We hold an emergency Kitt Medical kit on site, containing spare in-date adrenaline auto-injectors that can be used for any pupil showing signs of a severe reaction. This does not replace your child's own prescribed medication, so please continue to provide their auto-injectors and keep their individual healthcare plan up to date.



Our curriculum

We deliver a broad and balanced curriculum that covers the full National Curriculum and more. Pupils study a three-year Key Stage 3 (Years 7 to 9) and a two-year Key Stage 4 (Years 10 and 11), with 30 lessons each week.

- Pupils choose their GCSE options at the end of Year 9
- As a Church of England school, Religious Studies GCSE is a core subject for all pupils, taken at the end of Year 10
- The time gained in Year 11 gives extra English and Mathematics lessons in the run-up to GCSEs
- We aim for every pupil to study at least one creative or technical subject at Key Stage 4
- At Key Stage 3, all pupils study a modern foreign language — French or Spanish

Subject-by-subject curriculum details: www.lowtonhs.wigan.sch.uk/curriculum



Homework

The homework we set gives pupils opportunities to:

- Memorise and recall information
- Consolidate understanding
- Apply knowledge and skills to exam style questions
- Be creative, experience enrichment.

The homework which we set from week to week will be varied and will give pupils an opportunity to experience the above in a non-school setting. It is an essential part of each unit of work. It is not an add on but an integral part of the teaching which takes place in the classroom.

Key Information:

Homework is posted on Satchel One on the day it is set. Pupils will be given a sufficient amount of time to complete the homework and so that in Key Stage 4 they can organise around their revision timetables. Timetables given to pupils show the day homework is due in and we try to distribute this throughout the week to allow for pupils to effectively manage their time and deadlines.

Support with homework

Our Study Support room runs every day in the Learning Hub as part of our extra-curricular provision. At Key Stage 4, after-school Masterclasses support revision and learning on various days of the week.

A quiet routine at home makes a real difference. Check Satchel One together to see what has been set and when it is due.

Reporting Home and Parents Evenings

Reporting home

This academic year you will receive information concerning your child's academic achievement at Lowton Church of England High School. *During the autumn term parents and carers will be invited to sign up to the Pupil Progress Parent App.* The App provides secure, real-time access to academic achievement, individual subject reports with the ability to compare current performance against previous reports. By providing transparent attainment tracking and assessment results, it empowers parents to engage proactively, support learning at home, enrich parent-teacher conversations. Our reporting home system is a paperless model, so all reports will be sent via the Pupil Progress Parent app.

Year group	Reporting home dates 2026-2027
7	Thursday 11 th February, Thursday 15 th July 2027
8	Thursday 11 th February, Thursday 15 th July 2027
9	Thursday 11 th February, Thursday 15 th July 2027
10	Thursday 11 th February 2027
11	Thursday 22 nd October 2026, Thursday 28 th January, Thursday 1 st April 2027

Parents evenings

At Lowton we use an online appointment booking system for parents' evenings. This allows you to choose your own appointment times with teachers. A confirmation email of your appointments will be sent to the address you have provided. During your child's time at Lowton we offer a blended model of "in person" and "virtual" parents' evenings. Virtual parents' evenings run through the same system as appointments are booked through. You do not need to use other applications such as Zoom or Facetime.

Parents' evenings are very popular and if it is not possible to book a time with a particular teacher, the teacher will provide a telephone appointment if requested.

To book appointments **when notified**, please visit

<https://lowtonchurchofengland.schoolcloud.co.uk> then login with the information listed below:

- Parent first name and surname.
- Student first name and surname.
- Student date of birth.

Year group	Parent's evenings' 2026-2027		
7	Pastoral - Form tutor	Thursday 22 nd October 2026	In person
	Academic – Subject teachers	Thursday 13 th May 2027	Virtual
8	Academic – Subject teachers	Thursday 29 th April 2027	Virtual
9	Academic – Subject teachers	Thursday 18 th March 2027	In person
10	Academic – Subject teachers	Thursday 4 th March 2027	In person
11	Academic – Subject teachers	Thursday 28 th January 2027	In person

Personal development: PSHE and RSHE

At Lowton Church of England High School, we understand how important PSHE & RSHE are for pupils. Pupils learn how to build healthy relationships and understand their unique and individual role in society. The aim of PSHE is to allow pupils to thrive academically and in their lives beyond the school gates.

We meet statutory requirements for spiritual, moral, cultural, mental and physical development, personal, social, health and economic (PSHE), education and careers education and independent advice and guidance (CIAG) in all year groups. The requirements around Relationships, Sex & Health Education (RSHE) are planned into the PSHE curriculum. RSHE is taught in formal lessons through the PSHE and RE curriculum.

Year 7, 8 and 9 have one lesson per week.

- Year 10 receive 4 RE lessons per week until the end of the Summer 1 half term.
- All of Year 10 have one PSHE lesson per week in form time. From the Summer Term onwards they receive four lessons of PSHE each week.
- All of Year 11 have one lesson per week.

The content deemed appropriate for each age group is reviewed and adapted in light of guidance from the PSHE Association and following consultation with parents/carers taking individual needs and situations into account.

In Year 7 students learn about transition and safety, diversity, health and puberty, and building relationships.

In Year 8 students will learn about drugs and alcohol, discrimination including racism, religious discrimination, disability, sexism, homophobia etc, emotional wellbeing, and identity and relationships.

In Year 9 students learn about peer influence, substance abuse and gangs, respectful relationships, intimate relationships and healthy relationships.

In Year 10 students learn about mental health, influence, healthy relationships, addressing extremism and radicalisation, and sexuality and diversity within sexual relationships.

In Year 11 students learn about communication in relationships, families, self-efficacy and independence.

All students in KS3 receive one dedicated lesson of PSHE, which, along with the worship and values work completed in form time, ensures coverage of PSHE, citizenship, RSE and SMSC, along with careers and enterprise. During Key Stage 4 these are provided through form time and the gained time in Year 10 from completing RS GCSE.

Careers education

The school has a structured careers programme published on the school website. A senior leader has oversight of the programme. Careers guidance aims to meet the eight Gatsby benchmarks

Our Aims:

1. To develop student's self-awareness: a greater understanding of their strengths, current limitations, personal qualities, interests and values.
2. To encourage and support career exploration and research through both enrichment and curriculum-based classroom/group work activities, one-to-one guidance interviews, working with employers, visiting speakers and work related activities delivered by representatives from industry.
3. To provide work related learning and increased exposure to a range of life-long learning and career opportunities.
4. To develop skills and professional ethics to meet the demands of a changing work environment;
5. To embed all of the above, increasing students' confidence, resilience and skills in managing their career journey, including any transition points from secondary education to further/higher education and entry to work or apprenticeships.

There is further detail on how this is done in the school's Careers Policy.

Please see our careers programme at: www.lowtonhs.wigan.sch.uk/students/careers-and-enrichment

Collective Worship

Collective Worship is a central part of school life at Lowton, driven by our Christian ethos. Pupils and colleagues come from a variety of Christian and non-Christian backgrounds, and we recognise and respect all faith groups in our school community.

Worship aims to be inclusive, invitational, and inspirational. It is structured around six core Christian values: friendship, compassion, forgiveness, hope, reflection, and creativity.

This is a summary of our Collective Worship programme followed in Form Time each day:

Monday	A thought to start the week, and messages from Heads of Year
Tuesday and Thursday	Moral issues and social understanding — Lowton's Voice
Wednesday	Nurture, wellbeing, and spiritual growth
Friday	Form Collective Worship led by our School Chaplain

Each year group also worships together once a week, and the whole school comes together at least once each half term. We mark key Christian festivals and special days through the year, including Harvest, Remembrance, Christmas, and Easter. Pupils are given opportunities to lead worship.

Parents have the right to withdraw their child from whole school Collective Worship. If you wish to do so, please write to the Headteacher.

Your child's year team

Our Year Team Structure

At Lowton Church of England High School, we believe that every pupil deserves to feel known, supported and valued throughout their time with us. Our year team structure is designed to ensure that your child always has a dedicated team of staff around them who know them well and are committed to their progress, happiness and wellbeing.

How Our Year Teams Work

Each of our five year groups is led by an experienced Head of Year. Your child's Head of Year is responsible for the overall pastoral care, progress and wellbeing of every pupil in their year group.

Alongside the Head of Year, every pupil has a Form Tutor who they meet with every day during form time. Form tutors play a vital role in monitoring day-to-day wellbeing, building a positive relationship with pupils and ensuring they remain settled, focused and ready to learn throughout the school day. Form Tutors are your primary point of contact should you have any concerns or questions about your child's experience at school.

Our Year Teams

Year 7	Head of Year: Mrs Thomason. SLT Link: Mrs Cooper
Form	Form Tutors
7.1	Mr Raynes
7.2	Mr Cotton
7.3	Mr McMahon
7.4	Mr McCauley
7.5	Miss O'Dea Baxter
7.6	Mr Merrick
Year 8	Head of Year: Mrs Roberts. SLT Link: Miss Moreton
Form	Form Tutors
8.1	Miss Lawton
8.2	Mr Rimmington
8.3	Miss Calland
8.4	Miss Fazakerley
8.5	Miss Roby
8.6	Miss Garrity
Year 9	Head of Year: Miss Lindsay. SLT Link: Mr Carter
Form	Form Tutors
9.1	Mr Lyall
9.2	Mr Dunne
9.3	Miss Baggaley
9.4	Mr Graham
9.5	Miss Derbyshire
9.6	Miss Singleton

Year10	Head of Year: Miss Gebelli. SLT Link: Miss Rullo
Form	Staff Name
10.1	Mrs Tinsley
10.2	Mr Yearlsey
10.3	Mrs O'Brien
10.4	Miss Robb
10.5	Miss Larkin
10.6	Mrs Ibbotson
Year 11	Head of Year: Mrs Black. SLT Link: Miss Rullo
Form	Staff Name
11.1	Mrs Hassouna-Smith
11.2	Mr Burgess
11.3	Mr Sutherland
11.4	Mr Parkinson
11.5	Mr Whitfield
11.6	Mr Wilson

Working in Partnership with You

We firmly believe that the strongest outcomes for students are achieved when school and home work closely together. Your child's Head of Year and Form Tutor are always available to discuss any concerns you may have, celebrate your child's achievements and keep you informed of their progress and wellbeing.

Mental health and wellbeing

Caring for pupils' mental health and wellbeing is a priority at Lowton Church of England High School.

The school curriculum is carefully planned to teach all pupils how to manage their own emotional and mental wellbeing. Through PSHE lessons, form time, collective worship and enrichment days, pupils are taught strategies to help them express their feelings, build resilience and cope with stressful situations.

We support Mental Health and Wellbeing by:

- Having a policy to support mental health and wellbeing
- Teaching pupils about mental wellbeing in PHSE lessons
- Promoting awareness of the importance of mental health and wellbeing in form time and Collective Worship

We offer specialist support for pupils by:

- Having a trained full-time staff in student support to offer individual support and have links to CAMS and Wigan Family Welfare

Who should I contact in school if I have concerns?

- Your child's form tutor is usually the best form of contact for any concerns.
- For confidential concerns you may wish to contact your child's Head of Year who will be able to sign post you to the most appropriate service.

More resources for families: www.lowtonhs.wigan.sch.uk/parents/mental-health-and-wellbeing

Support for every learner (SEND)

SEND

What is SEND?

SEND stands for Special Educational Needs and/or Disabilities. We support students across four main areas:

Communication & Interaction	Cognition & Learning
Social, Emotional & Mental Health	Sensory & Physical

How We Support Your Child

We use a four-stage system to make sure every child gets the right level of support:

Stage 1 – Quality First Teaching

All teachers adapt their lessons to help every student. This might mean working in small groups or giving more time to complete tasks.

Stage 2 – Awareness

If concerns continue, they are shared with the SENDCo and parents. Extra support or outside referrals may be arranged. Your child may get an Awareness Passport shared with all their teachers.

Stage 3 – SEND Support (K)

If your child needs support that goes beyond normal classroom help, they are placed on the SEND register and given a Pupil Passport. Outside specialists may also become involved.

Stage 4 – Education, Health and Care Plan (EHCP)

For children who need a higher level of support, the school can apply for an EHCP. This is a detailed plan written with the school, your family and the local authority. It is reviewed every year.

Keeping You Informed

We believe it is vital that parents are kept up to date and we will keep in touch with you at key points in your child's journey with us.

Inclusion in School Life

Every student with SEND is fully included in all areas of school life.

Transition Support

We work hard to make sure your child feels happy and confident at every stage. Students with additional needs can take part in extra transition visits during the summer term to get to know the school and key staff. For students moving on to post-16 education, we offer enhanced careers support and can share information about their needs (with your permission) with their next setting.

Useful Contacts

Our SENDCo: Mrs L Cooper

SENDIASS (free advice for families): wigansendiass.co.uk

Embrace Wigan & Leigh (activities & support):

embracewiganandleigh.org.uk

Wigan Local Offer: wigan.gov.uk (search 'Local Offer')

Safeguarding

‘Safeguarding is everyone's responsibility.’

The safety and wellbeing of every child in our school community is our highest priority.

Safeguarding is the term we use to describe all of the ways in which we work to keep your child safe, healthy and protected whilst in our care.

We are committed to maintaining a safe physical environment for all pupils and staff. Regular checks and risk assessments are carried out across our school site to ensure your child is safe at all times.

We have high expectations of behaviour at Lowton. Every child has the right to feel safe and respected in our school community.

We have trained first aiders on site throughout the school day. Should your child become unwell or sustain an injury whilst at school, they will receive prompt and appropriate care.

The safety of our school site is of paramount importance. We operate robust security measures to ensure that only authorised individuals are on our premises at any time.

Through our PHSE programme, we equip students with the knowledge, skills and understanding they need to make safe and informed choices — both in school and in the wider world.

Working together for the safety of all

We value our partnership with parents and carers and encourage you to speak to us if you have any concerns about your child's safety or wellbeing. You can email staff directly or use the following email address: safeguarding@lowtonhs.wigan.sch.uk

The school Safeguarding Team comprises:

Miss Clare	Deputy Headteacher and Safeguarding Lead
Ms Moreton	Senior Pastoral Lead and Deputy Safeguarding Lead
Miss Hindley	Deputy Safeguarding Lead
Mrs Jordan	Deputy Safeguarding Lead

If you are ever worried about a child, or your child tells you something that causes concern, please contact us straight away by telephone or email:

safeguarding@lowtonhs.wigan.sch.uk

Attendance

Every day counts. We ask every pupil to aim for **100% attendance**, and **95%** is regarded as good with an average amount of illness. We celebrate excellent and improved attendance through reward assemblies and incentives, and you can monitor your child's attendance on Satchel One.

If your child is too ill for school



If we do not hear from you, we will pursue contact through telephone calls and home visits, so that we know your child is safe.

Support and penalty notices

If attendance becomes difficult, our experienced team will listen and support you. A school-based Local Authority Attendance Officer also works alongside colleagues.

Term-time holidays are not allowed: Five days (10 sessions) of unauthorised absence lead to an Education Penalty Notice of £80 per parent, rising to £160.

Keeping in touch

Partnership between home and school helps your child succeed. We always want to hear from you.

Everyday questions	Your child's form tutor is the best first contact — call or email the school office
General enquiries	01942 767040 • enquiries@lowtonhs.wigan.sch.uk
Parents' evenings	Booked online through SchoolCloud — we will send you the link
Letters home	The Headteacher writes to parents every week with important updates and to share good news. The letter is also posted on the website.
News	Follow @LowtonCofEHigh on Facebook, X, Instagram, and YouTube

When will we respond? Colleagues teach throughout the school day, so it is not always possible to respond immediately to a call, email, or visit. Please make an appointment wherever possible — we will always get back to you as soon as we can. See our Parental Communication Policy for more details.

Keep us up to date. Please tell us straight away if your contact details, address, or emergency contacts change.

Our school apps

Satchel One

Satchel One is our homework app and our way of communicating daily with home. Teachers upload homework tasks and revision resources, and the app builds your child's 'to do' list for them.

With the parent app, you can track homework, see your child's timetable, monitor attendance, reward points, and behaviour, and stay informed about school events and notices. Parents will be issued login information. If you have any questions about accessing Satchel One, please contact the school office.

Sparx

Sparx is an online learning platform for personalised homework in Maths, Science, and Reading. Questions are tailored to your child's level and supported by video tutorials. Parents can track progress and homework completion through the Sparx Parent Portal.

Parent Portal

Our Parent Portal is a communication tool designed to support your child's learning. It allows teachers to share important documents and information that you can access at any time to help your child revise effectively.

On the portal, you will find:

- Videos explaining GCSE requirements
- Revision resources and materials
- Helpful tips and guidance with past exam papers
- Key subject vocabulary

You can access the Parent Portal through the school website using your registered email address and password.

Need a login? If you need information about any of these apps please contact the school office and we will help you get set up.

Beyond the classroom

Our clubs, teams, and enrichment opportunities help pupils grow academically, socially, and spiritually — and live out our school values beyond the classroom.

Our clubs and activities for 2025-26 included

- Football
- Rugby
- Netball
- Trampolining
- Fitness
- Drama
- Student-led prayer group
- Careers drop-in sessions
- Debate Club
- Fashion & Textiles Club
- Creative club
- Coding club
- Art and craft club
- Lego technic
- Biscuits and books
- Sparx Maths club
- Horrible Histories and history games
- Geo-Geniuses
- Film & Media Club
- EAL Clubs

When your child starts in September the clubs and activities will be advertised around school, on SACHEL-one and there will be information given during form time. We will write to you tell you which clubs are running and we will also put this information on our website.

Booking for clubs is through School Cloud and parents can book for as many clubs as their child/children would like to attend.

Clubs generally start during week 3 of the new term, with the exception of sports clubs which will start week 2 so that teams are ready for fixtures.

All clubs are free of charge and run either during the school day or after school.

Pupils can also develop leadership through our Prefect and Pupil Leadership System. Club timetables are shared in school and on:

www.lowtonhs.wigan.sch.uk/students/extracurricular-activities

Scan and go — quick links

Point your phone camera at a code to jump straight to the page on our website.

 Our website	 Parents' hub	 Term dates	 Uniform
 Attendance			

All school policies, including behaviour, safeguarding, and admissions, live on our statutory page at: www.lowtonhs.wigan.sch.uk/our-school/statutory

This booklet, and all of our school policies, set out the school’s general approach and procedures. It is not intended to be exhaustive and cannot anticipate every circumstance that may arise. In situations not explicitly covered, or where exceptional circumstances apply, the Headteacher has the discretion to take such action as they consider reasonable and appropriate, consistent with the aims and principles underpinning this booklet and school policies.

Contact us

Lowton Church of England High School

Newton Road, Lowton, Warrington, WA3 1DU

Telephone	01942 767040
Enquiries	enquiries@lowtonhs.wigan.sch.uk
Absence text line	07472 491590
Safeguarding	safeguarding@lowtonhs.wigan.sch.uk
Payments (SCOPAY)	finance@lowtonhs.wigan.sch.uk
Website	www.lowtonhs.wigan.sch.uk
Social media	@LowtonCofEHigh — Facebook, X, Instagram, and YouTube



Caring, Learning, and Succeeding