



Lower School  
**Handbook**

2024/25



TRENT  
COLLEGE

## Our Vision

To provide a first-class all-round education for boys and girls which ensures the best possible start for their future and enables them to be the best they can be.

## Our Ethos

We give the highest priority to the quality of our academic provision. We are also proud of our reputation for delivering a fully rounded curriculum, with sport, music, art and drama all being important elements of an education at Trent and The Elms. This, coupled with a focus on the strongest pastoral care, makes us a school that nurtures young men and women to be the best they can be in terms of achievement and character, enabling them to flourish in a changing world. This is what stands at the very core of Trent and The Elms.

We believe every person can make a difference and that diversity and difference enriches our community. We are committed to promoting equality for everyone in our school. We reject discrimination in all its forms, against all people, regardless of their identity, background or beliefs. We are committed to providing an education which nurtures these values in all of our pupils.

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# Hello



Welcome to the Lower School Handbook.

This document is designed to answer any questions that arise when pupils begin their journey at a new school.

The line of communication between home and school is crucial, with Tutors being the main point of contact for both parents and pupils. With this in mind, please feel free to contact your child's Tutor about any queries you might have or to pass on anything relevant about your child that will assist the school in providing the highest standard of welfare and support for your son or daughter.

I invite you also to take a look at our school website which contains a whole host of information about school life both inside and outside the classroom. The school's policy documents are also available to view on the Parent Portal. These policies explain in greater detail what we hope to achieve for our pupils at Trent College and how we manage this effectively. Associated with these policies, there is also guidance on procedures to be followed in certain circumstances.

Along with this handbook, the induction process is designed for both parents and pupils to ensure a smooth, straightforward and enjoyable start to life at Trent College. Our Year 7 Transition Day gives pupils an ideal introduction to life at Trent, initiating some friendships prior to the summer holiday.

The Parents' Meeting prior to the Transition Day will also provide an opportunity for parents to meet with key staff.

On Induction Day in September your child will visit their Year 7 Tutor rooms, meet their Tutor again and identify which locker they will be using. During the first week of term Year 7 pupils attend an outdoor education day, helping them to gain confidence, establish themselves with their new friends and help them start to see their own potential.

There will always be a degree of apprehension when starting a new adventure, but I hope that your child is looking forward to joining us in September. We are certainly looking forward to welcoming each and every new pupil and will work to ensure that your son or daughter gains as much as possible from their time at Trent College.

Yours sincerely

Mr Stephen Wood  
Head of Lower School

# The Educational Aims of Lower School

Lower School aims to provide a supportive and nurturing environment where pupils are happy and can thrive academically, whilst also making a contribution to the school's extensive Co-Curricular programme.

Your child will study a wide range of academic subjects as we aim to guide pupils towards discovering their true academic passions. Pupils in Lower School are expected to work hard and aim to achieve their best outcomes both inside and outside the classroom.

This philosophy is captured in the school's guiding principles of Positive Education.

## Positive Accomplishment

Pupils should achieve excellent outcomes relative to their ability and goals

## Positive Purpose

Pupils should develop and demonstrate presence of mind and determination to achieve their goals

## Positive Engagement

Pupils should demonstrate a commitment to the school community and to school life

## Positive Relationships

Pupils should display kindness, compassion and an ability to work well with others

## Positive Emotions

Pupils should develop and demonstrate emotional intelligence and self-knowledge



# The Daily Routine

## Monday-Friday

	From	To
Registration	08.30	08.40
Chapel/Assembly/Form time	08.40	08.55
Period 1	09.00	10.00
Period 2	10.05	11.05
Break	11.05	11.30
Period 3	11.30	12.30
Lunch	12.30	13.55
Period 4	13.55	14.55
Period 5	15.00	16.00
Activities/Prep (optional)	16.15	17.30
Buses depart	17.40	

# Our School Day

## Registration

All pupils in Lower School must arrive in their Tutor room no later than 08.30 when they will be registered by their Tutor. Any pupil who arrives late must register at Reception. Any pupil who has not registered by 10.00 is regarded as absent and the Receptionist will contact the parents to find out why the pupil is absent. Pupils who have permission to attend doctor or dentist appointments should report to Reception when they return to school.

Any pupil absence due to illness should be reported by 08.45, either by telephoning 0115 849 4949 or by email to [absence@trentcollege.net](mailto:absence@trentcollege.net). Absence will be recorded in our school system.

We also ask parents to call/email daily to inform of any on-going illness. Whenever a child returns to school after illness, we must receive an explanation for the absence. Regular unauthorised or unexplained absence can be considered as a safeguarding concern.

If a child has to miss any Games or PE periods for any reason, it is essential that parents either request permission or provide an explanation as required.

## Chapel and Faith

The school has a Christian foundation. Our service programme is a celebration and exploration of the role that faith can play in life and provides an opportunity for children to reflect on important aspects of life and growing up. Pupils attend chapel once per week and for occasional formal services (e.g: Christmas Carols and Readings). We expect pupils of all faiths, and none, to attend chapel as part of their role in the school community.

## Prep

Prep is available for those pupils who either have to stay until the buses depart or who wish to stay for other reasons. We do urge all pupils to stay until the end of prep, however, we are aware that a number of parents pick up from The Elms at 17.00. Pupils may be excused from prep at 17.00 if necessary.

## Saturdays

There will sometimes be sports fixtures or other commitments for Lower School on Saturdays. Please check the school calendar for these dates. If selected for a sports fixture, pupils are expected to attend and to represent the school.

When there are no fixtures, the sports team will run optional Saturday training sessions available to all pupils between 10.00 and 11.30, followed by lunch and parents' refreshments in the Prince Obolensky building.



# Tutor and House System

## Tutorial System

On entering Lower School, pupils join Year 7, which is led by the Head of Year 7 with the support of an Assistant Head of Year.

Year 7 has a team of Tutors. Each pupil is assigned to a Tutor who, working closely with the Head of Year, Assistant Head of Year and Head of Lower School, takes direct responsibility for the academic and pastoral care of around 20 pupils. Tutors maintain regular contact with parents through reports, by phone and by e-mail. Tutors also expect to be contacted by parents; to this end, all Tutors' contact details are published on the Parent Portal.

The aim is that pupils will remain in the care of the same Tutor throughout their time in Lower School, with the Head of Year and their tutorial team moving up to Year 8 at the same time as the pupils. As well as meeting their tutees as a group every day for registration and routine administrative matters, Tutors will have one-to-one tutorials with their tutees whenever necessary.

Every tutor group has its own tutor room, with lockers for books and bags.

There are outside recreational areas adjacent to the Swallow Centre, which are used by Lower School pupils, either for general play at break times or for formal activities in organised groups taken by members of staff. Year 7 pupils are expected to be in and around the Swallow Centre when not in lessons or taking part in formal activities

## House System

In order to encourage wider friendship groups, both within the year group and with older pupils, pupils are allocated to one of five Houses:

- Cavendish
  - Hanbury
  - Kemp
  - Owen
  - Wright
- Purple tie
  - Red tie
  - Blue tie
  - Orange tie
  - Green tie



The House system exists to prepare pupils to be active, confident and responsible members of society; to foster personal and social development and academic education; and to create an atmosphere in which everyone is well known, safe, valued, respected and has their progress regularly monitored and reported.

When placing the children in House groups, we try to get a good balance of boys and girls and a mix of pupils from our own Junior School (The Elms) and those joining us from other schools. We try to get a good balance of academics, actors/actresses, sportsmen/women, musicians and artists across the five Houses.

During the school year there are a number of inter-House sporting and cultural activities which are run by the members of the Houses with guidance from other members of staff. All pupils are encouraged to take part in these activities and to be responsible for them.

To develop the House identity, pupils wear a House tie.





# Our Education

## Curriculum

The curriculum aims to be broad and engaging, enabling pupils to develop their skills and knowledge in a range of fields.

All pupils follow a two-week timetable. All lesson periods are 60 minutes in duration, with five periods every day.

The core curriculum studied by all pupils consists of: English, Maths, Science, Geography, History, Religious Studies, Art, D&T, Music, Drama, Food & Nutrition, PE and a Modern Foreign Language.

Academic teaching groups are arranged independently of tutor groups. The timetable will be provided at the beginning of term and this is usually fixed for the whole year. Wednesday afternoon is the time when most school sports fixtures are played, although there are some matches on Saturday mornings and afternoons.

## Prep (Homework)

In Lower School pupils will be expected to undertake homework in out-of-class time from Monday to Friday. So that a day pupil does not have to face excessive prep every evening on his/her return from school, we make it possible for them to undertake homework whilst at school between 16.15-17.30; providing they have no other out-of-class commitment. Pupils who need to access a computer in these periods can usually do so as an increasing amount of prep does necessitate this.

Homework supports a pupil's education and it must always be the child's aim to produce high quality work. This means every measure should be taken to ensure that pupils take the proper time over their prep and undertake it in the right conditions. If a parent ever has a concern over any aspect of prep, particularly if it is not being set, they are encouraged to contact their child's Tutor immediately. Parents are encouraged to check that their child is being set prep regularly and is doing the appropriate amount of work.

## Reporting System

Reports, along with Parent-Teacher and Parent-Tutor consultation evenings, are the main way in which we can inform parents of the progress and attitude of a pupil.

Please check the school calendar for dates of reports and of Parent-Teacher and Parent-Tutor consultation evenings. All reports will be published on the Parent Portal.

## Learning Support

The Learning Support department aims to offer support to all pupils who wish to have advice or individual tuition in areas in which they experience difficulty. Pupils may refer themselves, or referrals may be made by staff or parents. Parents of new pupils are asked to send any previous assessments for dyslexia etc. to the Learning Support department.

The Head of Learning Support liaises with parents, professional advisers such as Educational Psychologists and Advisory Teachers, and with subject teachers, about the needs of individual pupils. In addition to supporting those pupils who enter school with assessments, there are two routes for identification of learning difficulties: by referral and through routine screening.

During Years 7 and 9, standardised tests of reading comprehension, spelling and maths are administered to the whole year group by the English and Maths departments. Further information is available from the MidYIS testing that is done in Years 7, 8 and 9, and Yellis testing that is done in Year 10. Any unexpected results and particularly low scores will be investigated further using screening tests. This may lead to a recommendation for further assessment or an appropriate course of support lessons, and these options will be discussed with Tutors and parents.

## Educating the Whole Person

Giving the pupils opportunities to be involved in a great breadth of education is enormously important. We will be making every effort to fulfil this aim and Tutors have the responsibility to check that their tutees benefit as much as possible from the varied activity programme available. However, in the end, how much they will gain from their participation in this programme is in the hands of the pupils themselves. Those entering enthusiastically into as many aspects as possible of the programme will gain much useful experience.

The Co-Curricular Enrichment Programme operates at lunchtime and after school Monday to Friday, and pupils will be able to select from a wide range of activities, including those relating to music, drama and sport, as well as clubs aligned to curriculum areas and supporting general hobbies and interests. Music groups practise either during lunch break or after school; pupils who have private tuition at Trent will be expected to participate in the appropriate ensemble, choir or band.

At the beginning of every term, we ask pupils to work with their tutors and parents to select their activities from the SOCs online system. Guidance is given on how pupils and parents can access this very useful tool, which enables them to see the whole programme available to them and allows them to balance their other commitments.

To keep up to date with the latest news from the Co-Curricular programme, parents and pupils can follow news on Twitter/X:

@TrentCoCu

@Trent\_Music

@TrentDrama

@TrentSport





# Behaviour

Trent College is a vibrant, stimulating and civilised environment in which all members of our community should feel challenged, respected and safe. Our Rewards and Sanctions Policy seeks to shape good behaviour through the effective use of support, rewards and sanctions. We also encourage pupils to take full responsibility for their actions and for the consequences of these.

## Bullying

Trent is a very friendly school and Lower School pupils enjoy positive relationships with their peers and, for much of the time, treat each other with respect and courtesy. If we have suspicions that a particular friendship group are having difficulties, a Tutor or Head of Year may get in touch with parents to achieve a resolution.

Trent College does not accept bullying of any kind and will take any allegation of bullying very seriously. If a pupil has any concerns about bullying or about the conduct of another pupil, whether this is in relation to themselves or another pupil, they should report this to their tutor or Head of Year as quickly as possible. There is also an easy-to-use, online incident report form that pupils can use, if they prefer to report concerns in this way.

## Rewards

Staff are encouraged to ensure that all aspects of positive behaviour are rewarded and are relative to the capabilities of the individual. It is hoped that pupils will be regularly rewarded for their achievement, improvement and/or effort inside the classroom, in activities, in Boarding Houses, in Year Group areas and in all aspects of school life.

### Rewards include:

- Verbal praise to the pupils and/or their parents
- Written praise on the individual piece of work
- School reports
- Merits
- Cards sent home
- Commendations
- End of term sporting, drama and music awards
- Public mention of achievements in School Assembly or Tier Assemblies
- Academic prizes on Speech Day

## Merits

Merits are awarded according to the following categories and are aligned with a desire to encourage positive education for all pupils.

- Positive Accomplishment
- Positive Engagement and Purpose
- Positive Relationships and Emotions

Merit certificates will be awarded after a pupil has received 50, 100, 200 and 250 merits in total.

## Sanctions

Every pupil should live and work in a civilised and stimulating environment. This requires pupils to behave in a cooperative manner and respect the school rules. If this is not the case, then there may be a need for referrals or sanctions to be used to get the student to reflect on their conduct and change their behaviour. Pupils should always understand why any sanction is being used. Setting short term behavioural targets plays a major part in behaviour change.

## Lower School Sanctions

### Level 1: Demerit

Interventions at Level 1 of the Sanctions Hierarchy should be considered as informal and centre on good communication between teacher and pupil, in the first instance. With a proactive approach and positive communication, the member of staff who is initially involved can often work with the pupil to achieve a positive outcome, without the need for escalation.

### Level 2: Detention

The following are examples of behaviour that can result in a detention:

- Persistent lateness to lessons
- Persistent issues with prep
- Persistent lack of essential equipment
- Disruptive behaviour

### Level 3: Friday Detention (supervised by a member of the Senior Leadership Team)

This usually entails an extended time for reflection with the Head of Tier.

### Level 4: Saturday Detention

This is for repeated offenders or any sufficiently serious isolated incident and will take place on Saturday between 12.30-15.00. The Head of Lower School may use such detentions for sustained low-level problems, or for serious misdemeanours. A pupil may not represent the school in fixtures during the period of detention.

### Level 5: Suspension/Exclusion

Suspension is considered in cases of serious misconduct as per the Rewards and Sanctions Policy.

### Behaviour Review Meetings

Behaviour Review Meetings are held when the school has more significant concerns about the behaviour of a pupil. They are not sanctions in themselves. However they are a formal, high-level review of pupil conduct and are held separately to the usual pastoral discussions with parents. They may be called following an isolated, serious incident or as a result of a concerning pattern of behaviour.

A Behaviour Review Meeting is called to enable pastoral staff (normally a combination of Tutor, Head of Year, Housemaster/Mistress, Head of Tier, and Deputy Head) to meet with the parents and the pupil to attempt to understand the behaviour and, in most cases, to agree the actions required to ensure improvement and guide future behaviour. Behaviour Review Meetings play an important role in ensuring that any punishment is accompanied by additional supportive measures whenever possible.

Behaviour Review Meetings provide an important opportunity for the pupil to:

- Reflect on their behaviour and take responsibility for their actions
- Make a commitment regarding their future conduct and actions
- Agree any support that they may need to improve their conduct

Parents will always be contacted in advance of a Behaviour Review Meeting to ensure that they are fully informed of the reasons for the meeting, how it will be conducted, and what any possible outcomes might be.

Parental attendance is usually expected. The Housemaster/mistress may represent parents of a boarding pupil. If parents are unable or unwilling to attend a Behaviour Review Meeting, it may be conducted in their absence at the school's discretion. Parents will be informed in writing of the outcome.

Following an incident, the school may decide that a pupil needs to be sent home (as a neutral act) prior to the Behaviour Review Meeting. This would be rare and only done in the interests of pupil welfare.

# Wellbeing

## Pupil Wellbeing

We are committed to promoting and supporting positive pupil mental health and wellbeing through our policies and practice. We aim to promote positive mental health for every member of our pupil body. We pursue this aim using both universal, whole school approaches and specialised, targeted approaches aimed at vulnerable pupils.

In addition to promoting positive mental health, we aim to recognise and respond to mental ill health. We promote a safe and stable environment for all pupils and, when necessary, for those affected by mental ill health.

Aims:

- To ensure that there are effective systems in place to monitor pupil wellbeing.
- To promote positive mental health in all pupils.
- To ensure pupils understand how their lifestyle and decisions can influence their wellbeing.
- To encourage pupils to maintain a lifestyle that promotes their wellbeing and that of others.
- To ensure that pupils have age-appropriate understanding and awareness of common mental health issues.
- To provide all necessary training for staff enable them to promote positive mental health and respond as necessary when there is cause for concern.
- To support pupils suffering ill health and their peers and parents or carers.
- To provide support and guidance to parents to help them understand adolescent mental health.
- To support pupils by developing their emotional literacy.

## Medical Centre

The Medical Centre is staffed by a full-time Nursing Sister, who is assisted by one additional professionally qualified nurse who is employed part-time. There is also a School Doctor, with whom all boarders are expected to register. For all our day pupils, we provide limited medical care, including administration of first aid, emergency care, supervision of the administration of prescription medicines and provision of inoculations for duly authorised school trips abroad.

Except in genuine emergencies, day pupils should not visit the Medical Centre. In an emergency, a pupil should seek permission to do so from the School Office.

## Inclusion and Equal Opportunities

We are committed to providing an environment free from any form of harassment, intimidation or unlawful discrimination, in which all pupils are treated equally and can realise their full potential. We respect and value every individual's unique contribution. We are committed to supporting fundamental British values as defined by the DfE: "democracy, the rule of law, individual liberty, and mutual respect and tolerance of those with different faiths and beliefs". We ask all members of our community to sign up to our school inclusion pledge, entitled "We All Belong" at the start of each year.

# Our Campus

## ICT at Trent

ICT is used widely in teaching and learning at Trent College.

Trent College has invested in a modern, industry standard ICT network of which we are justly proud. We have a large number of ICT suites and we have around 450 PCs and notebook computers connected to our network. All computers on our network run on modern Microsoft Windows-based platforms. Pupils are encouraged to make responsible use of the facilities available during lessons and in their self-directed time. All pupils are expected to observe the guidelines laid down in the Trent College 'ICT Acceptable Use Policy', a copy of which must be signed by all pupils.

## Security

Security at Trent College is a high priority. We have employed a team of security officers and have extensive CCTV coverage of the site. However, although such personnel can play a significant role, nothing is more important than each individual being sensible about the management of their own personal possessions and personal safety. In particular:

- Only bring to school equipment that is genuinely needed at school.
- Keep all personal possessions locked away when not in use.
- Never leave anything of value in a changing room.
- Valuable items may be given to the Tutor/HOY for safe keeping.

Each pupil is provided with a locker in or near their form room and this should be used to store books and folders. Each pupil should also have a school bag to carry their belongings during the school day. Making sensible decisions about belongings and encouraging sound, simple organisation can go a long way to ensuring the safety of belongings and avoiding the loss of academic materials and kit.

Please be understanding and cooperative towards our security officers when they also seek to assist our traffic flow.







## Boarding at Trent

Boarding can be a tremendous experience for young people and help them grow up, care for others and have time to achieve all of which they are capable. We are very proud of our happy, purposeful boarding community and delighted with the healthy interest in boarding at Trent.

It is common for pupils to seek to change status from being a day pupil to become a boarder in Years 7 to 11. This decision is often due to increasing time pressures, travel time or greater involvement in school activities (academic and extra-curricular). Boarding can also give parents greater flexibility in making their own arrangements during a busy week and give them the peace of mind that their child is safe, working hard and happy.

If you wish to register an interest in your child boarding at some point of their schooling, please contact the Admissions department. Although places are limited, we do all we can to accommodate requests.

For further details please contact:  
[admissions@trentcollege.net](mailto:admissions@trentcollege.net)

## Appearance and Dress Code

**Trent College has a school uniform and we expect our pupils to wear it smartly both at school and on any visit away from school. It is expected that full school uniform is worn on journeys to and from school. A pupil failing to wear the appropriate uniform, according to the guidelines, should expect a sanction and can be removed from lessons until the issue is resolved.**

**The overall appearance must be smart and professional. All pupils are expected to abide by the instructions of Head of Year regarding dress and appearance.**

Girls may wear one small, stud earring in each ear. Other piercings are not allowed. No bracelets, rings or wrist bands should be worn.

Parents may request permission from the Head of Year for jewellery to be worn for religious reasons. Please note that government guidance makes clear that a school may decline such requests.

Hair should be neat, out of the eyes and of one natural colour without adornments or extensions. Pupils are expected to be clean shaven. Long hair should be tied back.

Pupils with unacceptable dress, facial hair or hairstyle may be sent home to resolve the issue.

Make up, nail varnish and other cosmetics are not allowed.

Pupils who wish to engage in active play at break times may wear plain black leather shoes which are suitable for the purpose. There must be no coloured logos or mesh fabric.

**Parents may wish to request permission for a pupil to wear an alternative form of the uniform. Please contact the Deputy Head (Pastoral) [jeremy.hallows@trentcollege.net](mailto:jeremy.hallows@trentcollege.net) to discuss your needs.**

### The Uniform Shop

The uniform shop is located on the campus, next to the Chapel on the main school drive.

#### The opening hours are:

Tuesday & Thursday	12.00-17.00 (term times and summer holidays)
Wednesday	08.30-13.30 (all year round)
Saturday	11.30-17.00 (all year round)

During school holidays opening times are subject to change and parents are notified in the school newsletter.

Appointments can be booked at any time by either dropping into the shop or telephoning 0115 871 7661 during normal shop opening hours. Please note that there is no one present to answer the telephone outside of opening hours.

We recommend contacting the school shop at your earliest convenience to arrange an appointment as it is very likely that some items will need to be ordered in for you.

Email: [trentcollege@newplansolutions.co.uk](mailto:trentcollege@newplansolutions.co.uk)

You can also buy our school uniform online [here](#).

### 'As New' Shop

The Trent Parents' Association (TPA) has an 'As New' Shop which sells outgrown quality school uniform and games clothes on behalf of parents. Please email the TPA [trentparents@gmail.com](mailto:trentparents@gmail.com) to confirm next opening times and dates.



# Uniform Guidelines and Equipment

Uniform	Description
Blazer	Navy with Trent badge
Skirt or trousers	Navy, pleated kilt or dark grey trousers (tailored, non-stretch material)
Shirt or blouse	Formal, collared and white (with a revere collar for girls if not wearing a tie)
Tie	House tie (optional for girls wearing a revere collar)
Jumper (optional)	Plain navy V-neck
Tights	Skin or navy coloured
Socks	Navy (girls) dark & plain (boys)
Shoes	Smart and formal plain black leather flat shoes (no patent, suede, or material. Ballet or boot styles are not acceptable).
Outdoor Coat	Plain navy or black
School bag	Dark-coloured and large enough to hold A4 folders

## General Equipment List for Lower School Pupils

- Uniform and Sports kit - all items named
- Dark-coloured rucksack for school books
- Sports bag (see kit bags section of this handbook)
- Zip-fastened pencil case with selection of pens and pencils
- Eraser, pencil sharpener, solid glue stick, pair of scissors
- Maths set containing ruler, protractor, set square and pair of compasses
- Solar-powered Casio fx-85GTCW calculator
- A simple basic wristwatch (no smart watches)
- Combination padlock for sports bag
- Combination padlock for locker
- Reading book
- Water bottle

## Calculators - Casio fx-85GTCW

All pupils require their own calculator to use in Mathematics lessons and for school and public examinations. Any scientific calculator will do and there is no need to have a more advanced calculator than is required. We currently favour the Casio Natural-VPAM models as these allow pupils to enter an expression into the calculator so that it appears as it would if written down on paper. This is a significant step forward in calculator technology and most pupils find it very helpful.

Our preferred model is the solar-powered Casio fx-85GTCW. They are readily available from most supermarkets and stationers.

## Mobile Telephones

Lower school pupils are not permitted to use a mobile phone during school hours. All mobile phones must be handed in at the start of the school day.

## Money at School

It is most unwise for pupils to have large sums of money in their possession and certainly we would never recommend a pupil carrying more than £10 on their person.





# Sports Clothing



## Sports Clothing for Girls

Vibe polo top - White with Trent badge  
Vibe polo top - Red with Trent badge  
Skort - Navy with Trent badge  
PE fleece - Red with Trent badge  
Tracksuit trousers/leggings - Navy with Trent badge  
Sports socks - Red with Trent name  
Ankle socks - White  
Swimming hat - Navy with Trent name  
Swimming costume - Plain navy (does not need to be Trent branded)

### Optional:

Long sleeve base layer - White  
Tracksuit jacket - Navy with Trent badge

## Sports Clothing for Boys

Reversible rugby shirt - Navy /Red with Trent badge  
Performance polo top - White with Trent badge  
Performance polo top - Navy with Trent badge  
Shorts (Rugby) - Navy with Trent badge  
Shorts (Hockey/PE) - Navy with Trent badge  
PE fleece - Red with Trent badge  
Tracksuit trousers - Navy with Trent badge  
Sports socks - Red with Trent name  
Ankle socks - White  
Swimming hat - Navy with Trent name  
Swimming shorts - Plain navy (does not need to be Trent branded)  
Cricket shirt\* (Trinity term only) - White with Trent badge  
Cricket trouser\* (Trinity term only) - White with Trent badge

### Optional:

Long sleeve base layer - Navy  
Tracksuit jacket - Navy with Trent badge  
Cricket jumper\* (Trinity term only) - White  
Cricket cap\* (Trinity term only) - Navy with Trent badge

Not all the items outlined above need to be purchased immediately (\*), particularly the Trinity Term sports clothing. The base layer, swim wear and ankle socks can be purchased independently of the Uniform Shop.



# Sports Equipment

## Sports Equipment

Our primary concern is the safety of our pupils when taking part in sport. We ask that all pupils have a **gum shield** for Rugby and Hockey. These can be purchased cheaply through sports shops. These tend to be temporary and do not always fit comfortably. We strongly recommend that your child has a **fitted gum shield** which is more expensive but far superior. The school does not offer a fitting service, but we recommend you get one from your Dentist. In the event of a pupil not remembering their gum shield, the Sports department has a small supply of 'snap fit' temporary gum shields that can be used. They will incur a cost which will be placed on the school bill at the end of the relevant school term.

**Shin pads** are required for Hockey as the injuries that can be received from a stick or ball can be severe.

We believe that appropriate **footwear** will help keep your child safe on the various surfaces on which they perform. We can only recommend that you look at the guidance, as we fully appreciate that the costs will soon mount up. However, some form of cushion soled training shoe is essential on all hard surfaces and for PE. On the Astro turf, moulded sole training shoes that offer more grip are required as the playing surface is more slippery than a hard surface. Cricket shoes offer similar safety and they have a moulded sole and/or spikes.

**Rugby boots** require studs that conform to IRB regulations. Bladed boots are not permitted. Metal tipped football studs are not allowed under any circumstance because of their very hard nature and the damage they can inflict. Rugby boots have longer studs and will offer far more stability to the player when the ground becomes soft. Scrum caps and shoulder pads are optional, and these must conform to IRB standards.

Pupils will require their own **tennis rackets** and **hockey sticks**. These will be required during the relevant school term.

With cricket we recognise the potential extra costs involved and ask that every boy has their own box. The school has a number of sets of pads, helmets and gloves which are for match play, but which can also be used in training.

We would advise you not to buy top of the range items as your child will grow out of them very quickly. The PE department can give advice and recommend shops should you wish to seek advice on the purchase of items.

## Kit Bags

**A general clothing bag is essential.**

Too big and it will not fit in the lockers, too small and the zips will break. We recommend the following approximate sizes; girls size (H: 27cm x W: 27cm x L: 57cm) and boys size (H: 35cm x L: 62cm x W: 30cm). When kit bags are stored in bag drop areas you must ensure these are padlocked for extra security.

**Naming every item of sports clothing and equipment that you buy for your child is essential.**

Clothing is expensive to replace. The school will always endeavour to reunite found items with the rightful owner, either through the PE department or Lost Property Service at school, but this is significantly easier when items are named.

Initials may be embroidered on the games and PE kit, on the top right-hand side of shirts and lower right on shorts and skirt. The Uniform Shop offers this service.



## Selection and Commitment to School Fixtures

All pupils, if selected for a sport fixture, are expected to represent the school.

In the Lower School, the majority of selected fixtures are played on a Wednesday afternoon; however, there is a Saturday fixture list which all Lower School pupils are expected to commit. Parents are urged to consult the school calendar for all sports fixtures. Fortunately, most pupils are excited to represent their school and feel proud to have been selected. Nevertheless, it is important to stress that being selected is a school commitment from which pupils are released neither lightly nor at short notice. When pupils are asked to take on the tasks of touch judge, scorer or team substitute, the same commitment applies. It is the pupils' responsibility to inform their parents that they are in teams.

Selection is carried out by the sports teachers who coach your child each week. Once the teams are selected, the names are written on a team sheet and posted upon the sports boards. These teams are published at least 24 hours before a match, but often well before. The teams are published, along with all the fixture details on the FixturesPro platform, linked to the School calendar at least 36 hours in advance, and often earlier. The Sports department will also send a text to parents alerting of a pupil's selection, or if there are changes to a fixture.

On occasion, there are circumstances which create a clash with a home and school commitment. We ask that any Leave of Absence requests, which will affect participation in a calendared fixture are sought through the Head of Tier, Mr Wood, ([stephen.wood@trentcollege.net](mailto:stephen.wood@trentcollege.net)). Requests are considered in line with the School Leave of Absence Policy.





## Our Parent Body

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### Trent Parents' Association

The Trent Parents' Association is a small charitable trust, run solely by parent volunteers for the benefit of children and other parents, helping to forge closer relationships between our school and the wider parent community. The Association integrates directly with the Senior Leadership Team in school to help shape Trent's thinking across different aspects of school life. Each parent member has active roles in educational support work, communications and parent engagement. The TPA is involved with the further development of the careers programme and widening the network of business contacts, including pupils' work experience. It also supports the school's speaker programmes.

There are several social events. The Association also supports school charities, an As New shop, expedition fundraising, special recognition awards and competitions.

To contact the TPA email [trentparents@gmail.com](mailto:trentparents@gmail.com) or follow them on Twitter @TrentParentsTPA

### Parental Involvement at School

Parents are encouraged to support school matches, both at home and away, and any official school functions (concerts, plays, lectures, etc.), some of which will be ticketed. During competitive fixtures, we encourage positive support and engagement from parents. We encourage the parents of all pupils who represent the school to join us for refreshments after matches.

## School Calendar

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### Parent Portal

Term dates are published in advance on the school's website [www.trentschools.net](http://www.trentschools.net). In addition, parents have access to the Parent Portal, which provides a full diary of school events, as well as access to timetables, reports and letters. The Parent Portal App can be downloaded by clicking [here](#).

### Leave of Absence and Term Dates

Term dates for the coming academic years are available on the Trent College website: [www.trentschools.net/parents/term-dates](http://www.trentschools.net/parents/term-dates) (and can be found at the end of this document). Term dates should be recorded, and all steps taken to avoid clashes that could lead to a pupil being absent during term-time. Trent College discourages pupils from taking any leave of absence during term-time, especially holidays during term-time. If there is a genuine need for leave of absence to be sought, it is important that the correct procedures are followed for the following:

- Special family circumstances such as weddings/bereavements and occasions where there may be unforeseen circumstances for a holiday request.
- Other additional special circumstances where there may be a clash with a school sport fixture or school event: please write to Mr Stephen Wood by letter or email ([stephen.wood@trentcollege.net](mailto:stephen.wood@trentcollege.net)) well in advance where possible. It should never be assumed that leave of absence will be automatically granted.
- All medical appointments, music/dance examinations outside of school to be requested by writing (email/letter) through your child's Tutor.

We recommend parents read the school policy on 'Leave of Absence' which explains in more depth Trent's expectations on this issue and the procedures that should always be followed.



# Useful Contact Information

School Offices		
Head of Lower School	Mr Stephen Wood	<a href="mailto:stephen.wood@trentcollege.net">stephen.wood@trentcollege.net</a>
Head of Year 7 (acting)	Mrs Rachael Dwight	<a href="mailto:rachael.dwight@trentcollege.net">rachael.dwight@trentcollege.net</a>
Assistant Head of Year 7 (acting)	Miss Alex Lodge	<a href="mailto:alex.lodge@trentcollege.net">alex.lodge@trentcollege.net</a>
Head of Year 8	Mr Calum Settrington	<a href="mailto:calum.settrington@trentcollege.net">calum.settrington@trentcollege.net</a>
Assistant Head of Year 8	Mrs Laurian Blackwell	<a href="mailto:laurian.blackwell@trentcollege.net">laurian.blackwell@trentcollege.net</a>
School Secretary	Mrs Sharon Moulds	<a href="mailto:sharon.moulds@trentcollege.net">sharon.moulds@trentcollege.net</a> 0115 983 6991
Bates Boarding House	Mr Sean Holtham	0115 983 6961
Shuker Boarding House	Mr Shaun Reynolds	0115 983 6963
School Office (Term time only)	Mon to Fri 08.00–12.00 and 13.00–17.00	0115 983 6991
Bursary Staff	Mon to Fri 08.30–12.00 and 13.00–17.30	<a href="mailto:bursar@trentcollege.net">bursar@trentcollege.net</a> 0115 983 7023
Head's PA (Term time Only)	Mon to Fri 08.45–12.00 and 13.00–17.00	<a href="mailto:louise.fuller@trentcollege.net">louise.fuller@trentcollege.net</a> 0115 983 6990
Admissions	Mon to Fri 08.30–12.30 and 13.00–17.00 Sat 09.00–12.00 (Term time only)	<a href="mailto:admissions@trentcollege.net">admissions@trentcollege.net</a> 0115 849 4950
The School Reception (Term time)	Mon to Fri 08.00–18.00 Sat 08.15–12.30	<a href="mailto:reception@trentcollege.net">reception@trentcollege.net</a> 0115 849 4949
The School Reception (Holidays)	Mon to Fri 09.00–16.00	
<b>In cases of a genuine emergency outside these hours, if the previous contacts have proved unsuccessful, ring the Medical Centre or Security.</b>		
Medical Centre (Term time only)	Monday to Friday 08.30–17.00	<a href="mailto:medical.centre@trentcollege.net">medical.centre@trentcollege.net</a> 0115 983 6999
School Security	Emergency contact only	07970 377 145

# Key Lower School Staff



## Trent College Deputy Heads:

- 1. Mr Jeremy Hallows**  
Deputy Head Pastoral
- 2. Mr Darren Brumby**  
Deputy Head Academic
- 3. Ms Lucy Matthews**  
Deputy Head Co-Curricular

## Who to Contact in the Lower School:

### Your Form Tutor:

Your Tutor is one of the key figures in your school life and they will play a key role in supporting your wellbeing, personal development and academic progress. Please stay in touch with your Tutor.

## Trent College Lower School Team:

- 4. Mr Stephen Wood**  
Head of Lower School
- 5. Mrs Rachael Dwight**  
Head of Year 7 (acting)
- 6. Miss Alex Lodge**  
Assistant Head of Year 7 (acting)
- 7. Mr Calum Settrington**  
Head of Year 8
- 8. Mrs Laurian Blackwell**  
Assistant Head of Year 8
- 9. Mrs Sharon Moulds**  
School Secretary

## Welfare Team:

Beyond your tutor there are a number of staff who you can turn to for advice, support or help in any given situation. This includes the staff below, all of whom would be happy to speak to you:

- 10. Mrs Lesley Curran**  
School Nurse  
Head of the Medical Centre
- 11. Mrs Sinead Wilson**  
Designated Safeguarding Lead
- 12. Mrs Cath Parfitt**  
School Counsellor



# Academic Year 2024-2025

## Michaelmas Term 2024

<b>Induction Day</b>	<b>New Pupils</b>	Fri 30th August (New Year 7 & Year 12 only)
<b>Start of Term</b>	<b>Boarders</b>	Sun 1st September at 20.00
	<b>Day pupils</b>	Mon 2nd September at 08.30 (school buses operate as normal)
<b>Exeat Weekend</b>	<b>Boarders</b>	Fri 20th September (after commitments) to Sun 22nd September at 21.00
	<b>Day pupils</b>	Fri 20th September (after commitments) to Mon 23rd September at 08.30
<b>Half Term</b>	<b>Boarders</b>	Fri 18th October at 16.00 to Sun 3rd November at 20.00
	<b>Day pupils</b>	Fri 18th October at 16.00 to Mon 4th November at 08.30 (Buses leave at 16.20)
<b>Exeat Weekend</b>	<b>Boarders</b>	Fri 22nd November (after commitments) to Sun 24th November at 21.00
	<b>Day pupils</b>	Fri 22nd November (after commitments) to Mon 25th November at 08.30
<b>End of Term</b>	<b>All pupils</b>	Fri 13th December at 16.00 (buses leave at 16.20)

## Lent Term 2025

<b>Start of Term</b>	<b>Boarders</b>	Mon 6th January at 20.00
	<b>Day pupils</b>	Tue 7th January at 08.30 (school buses operate as normal)
<b>Exeat Weekend</b>	<b>Boarders</b>	Fri 24th January (after commitments) to Sun 26th January at 21.00
	<b>Day pupils</b>	Fri 24th January (after commitments) to Mon 27th January at 08.30
<b>Half Term</b>	<b>Boarders</b>	Fri 14th February at 16.00 to Sun 23rd February at 20.00
	<b>Day pupils</b>	Fri 14th February at 16.00 to Mon 24th February at 08.30 (Buses leave at 16.20)
<b>Exeat Weekend</b>	<b>Boarders</b>	Fri 14th March (after commitments) Sun 16th March at 21.00
	<b>Day pupils</b>	Fri 14th March (after commitments) Mon 17th March at 08.30
<b>End of Term</b>	<b>All pupils</b>	Wed 2nd April at 16.00 (buses leave at 16.20)

## Trinity Term 2025

<b>Start of Term</b>	<b>Boarders</b>	Tue 22nd April at 20.00
	<b>Day pupils</b>	Wed 23rd April at 08.30 (school buses operate as normal)
<b>Bank Holiday</b>	<b>All Pupils</b>	School closed Monday 5th May
<b>Half Term</b>	<b>Boarders</b>	Fri 23rd May at 16.00 to Sun 1st June at 20.00
	<b>Day pupils</b>	Fri 23rd May at 16.00 to Sun 2nd June at 08.30
<b>End of Term</b>	<b>All pupils</b>	Sat 5th July at 13.30 (Speech Day)

## Please Note

These dates should be recorded and all steps taken to avoid clashes that could lead to a pupil being absent during term-time. If there is a need for leave of absence to be sought, contact must be made with the relevant Head of Tier at the earliest opportunity. It should never be assumed that leave of absence will be automatically granted.

Parents are recommended to read the school policy on 'Leave of Absence' which explains in more depth Trent's expectations on this issue and the procedures that should always be followed.