

# The Pastoral Team

Student Development Leader - Mrs Bull.

This is your first point of contact and her email is [kbull@folkestonegirls.kent.sch.uk](mailto:kbull@folkestonegirls.kent.sch.uk)

Ext for telephone: 243

Your SDL will travel through the school with your daughter and support her tutors with her day-to-day pastoral needs. Please remember she has around 200 students, and therefore may not pick up the phone immediately. You will likely find it easier to email.

Directors of Pastoral Care Team:

Mrs Chan - Attitude, Attendance and Aspiration.

Mrs Parsons - Emotional Health and Wellbeing.

Mrs Mundy - Assistant Director of Pastoral Care, EBSA and lead link for Pastoral and SEND team.

# The tutors and their role:

- Register the girls each morning.
- Discuss assembly topics and current affairs.
- Deliver some individual mentoring.
- Go with them to assembly.
- Get to know girls well.
- Uniform and Planner Checks.

How can the girls help them?

- Arrive on time.
- Wear correct uniform.
- Most importantly:
- Talk to them! Let me know any worries, concerns, etc.
- But also tell them about your weekend, hobbies, extra curricular involvement.

# Transition - A change for everyone in your house



Our emotions are meant to be felt.  
Even the hard ones  
It's okay to feel what you need to feel



Feeling anxious and worried is expected, but to build resilience, we need to see the worry, and then consider how we can make it smaller, and what control we have over it.

As parents and carers, you are going to be feeling worries too. We are hoping that some of the following will help with those.

Over the next 5 or 7 years, our pastoral role is to not only support academic achievement, but also prepare your daughter for her post 16, post 18 steps and ensure she has lots of choice in those.

Please work with us to support you and your daughter, pastoral care will include but not be limited to managing and navigating:

- Organisation
- Resilience and Independence
- Achievement and Aspiration.
- Responsibility and behaviour.
- Mobile Phones and Social Media.

# Organisation, Achievement and Aspiration

Please help your daughter to organise herself for the next day the night before for the first term:

- Help pack a bag.
- Make lunch if needed.
- Organise uniform and PE kit.
- Check homeworks, allow be aware we are going to do a soft start for these for year 7.

Lost Property:

Make sure that all clothes and personal items are labelled clearly. These items tend to be magically delivered to you. If your daughter loses an item they should ask the reception if it has been handed in. Girls are responsible for all their possessions including mobile phones and purses. Valuable items and large sums of money should not be brought to school.

Homework:

We will be doing a soft start this year. Year 7 will not be receiving homework in term 1. In term 2 we will start with Maths, English and Science. All subjects will then start homework after Christmas.

Achievement points:

Please celebrate the achievement points, our current ratio is 29:1 across the school, we have far more achievement points than behaviour, please recognise this.

Achievements elsewhere:

Within our framework, we reward kindness, effort, helping others, extra curricular participation, commitment etc. Whilst we can view this at school, please encourage and share these external achievements too.

Aspirations:

This is our motto of Sign up, Take part, Join in, STAND OUT.

Please encourage your child to be brave and explore the opportunities offered, whether it is centre stage or a member of the tech team. Getting involved in some of the larger school projects also allows you to meet students across year groups.

# Resilience and Independence

The canteen: As students have experienced today, they now have a lot of choice in their lunches. We are a nut free canteen so this allergy is covered. However if your daughter has further dietary requirements or needs, can you perhaps spend some time looking at this with her over the summer break. Our canteen staff will discuss allergens for meals, and they also label sandwiches and snacks as appropriate.

Supporting punctuality, attendance and absence. We need to prepare your children for employment and life expectations. If your late the the airport/train station, you miss your journey. If they are consistently late for work, they may lose their job. If unwell, your parents/carers need to let us know. Parents, please contact the absence line prior to 08.30am in the morning. The SDL may be aware, but attendance needs to be recorded.

If your daughter is using the bus or train we suggest that you take her for a trial run during the school holiday so she knows where to catch the bus or train both to school and to return home.

# Independence - Medication

In general we don't want to hold medication - unless we have to. So, we encourage girls to keep a couple of paracetamol (not a packet) in bags for headaches/period pain and the like - in summer, maybe an antihistamine for hay fever etc.

Students with serious medical conditions then naturally we can, and do, hold meds for these students:

- All medication held in school will require a form (paper or google doc) to be completed by parent/carer. These forms will be accessible via website, reception, or email.
- All medicines need to be kept in clear boxes/zip-lock bags (IN THEIR FULL ORIGINAL BOXES/PACKAGING) with student name clearly visible and a copy of the HCP and the medicine consent form inside. This allows us to see expiry dates/dosages/administering instructions etc.
- We must contact parents (email/phone) informing them whenever a dose of medicine is given to a child – date/time/reason/dose
- Parents dropping off medication at reception can either complete the medication consent form for the school to store the medication or a couple of tablets (enough for the day) should be cut off and can be given direct to the student. We can not pass more than the daily maximum direct to a student.
- If a student brings in medication and passes to pastoral/admin/reception team to store parents should be contacted to fill in a google form or emailed a copy to complete – without consent the medication cannot be held and needs to be returned to parent.
- We cannot and do not give a student medication that has not been supplied by the parent/carer specifically for their child. We do not issue any of our own medication - like paracetamol/antihistamine etc - EVER - and that includes on trips, camps, expeditions...
- We would like students to learn to carry their own epi-pen and inhalers.

# Responsibility and Behaviour

Our behaviour policy is there to support all our school community. I have discussed this with the girls, but please support us too. Most students will get a behaviour point whilst at FSG, help them to accept and understand this.

There are a number of reasons why a student may be given a behaviour point. In Year 7 this can be for failing to hand in homework, being off task in class, missing equipment, chewing gum and the most popular - UNIFORM.

Behaviour points help the pastoral team see if your daughter may need support in some areas, such as organisation.

Our uniform list is available on the school website, our school uniform supplier is Price and Buckland. Please help your child have a settled year 7 with encouragement to follow the school uniform expectations, these are our common challenges:

- Skirts should be long enough to have 4 squares visible,
- Hair should be a natural colour,
- Only 1 pair of studs per ear, no other piercings,
- Black school shoes, not converse or trainers.

# Growing up: Mobile phones and social media, creating a daily digital sunset.

We strongly recommend that parents do not allow their daughters to take their mobile phones or any other mobile device that has internet connection into their bedrooms when they are going to sleep. The temptation to check them and contribute to conversations during the night is hard to resist!

Please could we ask that parents do not try to contact their daughter during the school day - their phones should be off and in their bags. If you have an emergency, please get hold of Mrs Bull or reception. If your daughter is contacting you and your worried, let us know so we can check in.

Remember, whilst you are paying the bill...it is your phone. Please check it frequently and monitor your daughters use. Phones should have an earlier bedtime than students.

Please be aware and consider algorithms if allowing your daughter to access an application they are not old enough for.

## sunset.

We strongly recommend that parents do not allow students to download social media apps that their child does not meet the age restriction for.

Our biggest friendship issues and unkindness come from social media apps and group chats.

The students will have lessons on their social media use in PSHE throughout their time at the school, but the majority of these issues take place outside of school time.

Please check your children's phones frequently.

If unkindness occurs please do support your child in letting us know. We are only able to deal with incidents we are aware of.



### ID Cards/Fobs:

Your daughter will also be issued with her ID card in the first week of term which can be used for lunch and to get into buildings.

Please check that she has this and looks after it.

These are also needed for public examinations later in school and it is important to get into the practice of keeping these.

### Lockers:

If you would like a locker allocated, you can pay a deposit for this on wise pay. Finance will then allocate you a locker and give your daughter the location. Please note lockers are not compulsory, and most of our students do not use them, we have more lockers than people want, so you do not need to worry about whether there will be one available.

### Bus passes and train travel:

Bus passes must be ordered from KCC by parents and should be available for collection by your daughter on the first day of term- please check their deadlines for this to ensure the bus passes arrive.

Last year was 10th August to give an idea.

### Young carers:

Please ensure that if your child is a Young carer you have registered with IMAGO as we work closely with them.

Some primary schools keep their own lists and do not register, but it is beneficial as you may get help with transport costs and events through the summer.

### Free School Meals:

Applications for this must be made through KCC.

We are aware that some local primaries do not register through KCC currently, but this needs to be in place to ensure funding and that we receive the correct information for you.

We have added some guidance and a link to the transition page.

### SIMs App:

This will include homework information and student timetables etc.

The App also has other useful information such as your daughter's latest report, attendance, achievements and behaviour.

You will be sent an invite with instructions in September.

Wednesday 2nd September 2026

Please ensure you arrive promptly to register at 8.40am.

On the first day of term Year 7 will be the only students in school apart from some Year 12 arriving at lunchtime.

This gives you time to get to know the school and their tutors again.

You will only have afternoon lessons.

# TRANSITION 2026

HOME SCHOOL AGREEMENT 2026



MOBILE PHONE POLICY 2026



Y7 RECOMMENDED READS



## Useful Links

Quick directions to pages on this site that are of particular interest to new parents.

Uniform Information

The School Day

Transport to school information

Canteen

Music Lesson Sign Up Form

## Letters and Information

We will be publishing useful information on this page for our September 2026 Year 7 cohort.

### Uniform and Equipment Information for students starting September 2026

Sent via email to parents/carers 12th May 2026

We go to great lengths to keep our uniform and kit-list costs competitive whilst balancing the need to ensure the girls have the equipment they need to access a broad curriculum – full of rich opportunities and memorable experiences! Most items are generic and therefore can be sourced from many suppliers.

We do all we can to keep uniform costs down to make our school an inclusive school.

An up to date list of our uniform and equipment is on our website

here: <https://www.folkestonegirls.kent.sch.uk/parents-and-students/school-uniform-and-sixth-form-dress-code/> It can be purchased from Price and Buckland. The link to Price and Buckland's Folkestone School for Girls shop is here: <https://price-buckland.co.uk/the-folkestone-school-for-girls>

Price and Buckland recommend that all orders should be placed by the 1st August. That way if there are any returns to be made it can be done in good time before

### Welcome to the FSG Community!

Sent via email to parents/carers 1st April 2026

Dear Parents/Carers

Can you please share the message below with your daughters.

Welcome to our FSG community! We are thrilled to have you join us and start this exciting new chapter. Starting secondary school is a big moment, full of new opportunities, new friendships and new experiences and our Pastoral Team is here to support you every step of the way.

We wanted to get in touch to let you know what is going on behind the scenes of your transition and give you some upcoming key dates.

Mrs Parsons and Mrs Dahroug, our Director of Pastoral Care and SENCo are already in touch with your Primary School, and they are sharing information to inform our transition planning. During the next two terms, they will be visiting and meeting with you in your school. If you are coming from a school alone, or with just one peer, they may not come out and see you, but you will be invited to