

# Welcome to **Ecclesfield** School



**2026**



Visit Our Website  
[www.ecclesfield-school.com](http://www.ecclesfield-school.com)

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# Welcome Message



Welcome to Ecclesfield School. I am delighted that you have been awarded a place with us and genuinely excited by the prospect of sharing with you all the many things that make our school so special. This is, I hope, the start of a positive and fruitful partnership between you as students and parents and us as a school. Together, we will succeed.

We have been delighted by the number of families who have requested a place at Ecclesfield as their first choice of secondary school. I am sure that this popularity is founded upon the high levels of parental satisfaction and level of care we provide. We are determined to further improve standards at the school and to ensure that your time with us is a happy and successful one.

I know that many of you attended our Open Evening in September 2025, but nothing can replace the experience of stepping foot onto our school site and experiencing lessons with staff. We are planning for future opportunities for you all to be able to do just that, but in the meantime please take the time to read through this information in this booklet, even if you already have a child at our school.

There will be a number of opportunities to connect with key staff at Ecclesfield over the coming months and I do encourage you to reach out if you have any concerns or queries; we are here to help. In the meantime, please use our social media platforms to stay informed of all of the exciting news coming out of our school and all announcements regarding Y6 transition will also be made here.

We are all very much looking forward to meeting you and to working with you over the next few years. Welcome to the Ecco Family.

Yours sincerely

Mr Richard Walkden  
Headteacher

# Induction Days

We are already very excited about welcoming our new students to Ecclesfield for their Induction Days on Wednesday 1st July and Thursday 2nd July 2026 - 8.30am - 2.50pm. All children will attend both days. Students are expected to arrive in their primary school uniform. This will be a chance for students to meet their new classmates, tutor, pastoral staff and other key staff. During these days, students will be able to take part in lessons, enjoy a tour of their new school and experience a delicious school lunch in our canteen. They will spend a significant amount of time with their tutor and future classmates and they will have the chance to have any of their questions answered. We hope the day will give students an idea of what to expect in September and allay any worries.

# Year 6 Parents Evening

Year 6 Parents Evening will also take place on the evening of Wednesday 1st July 2026 (the same day as Induction Day 1) and is an opportunity for both parents and children to meet your child's new Tutor. There will also be a presentation from the Headteacher, pastoral staff and members of the student school council. Again, we'll hope to answer any questions you may have and we look forward to welcoming you. The evening will be split into two sessions (4:30pm – 5.30pm and 5.30pm – 6:30pm), during which you will meet your child's tutor and attend an information session in Lady Mabel Hall with the Headteacher and Progress Leader for Year 7. Full details regarding the evening will be published nearer the time.

# September 2026

The new Year 7 students will start school on **Thursday 3rd September 2026** at 8:40am (this date is subject to change; final confirmation will be provided at the Year 6 parents' evening).

We will announce full details of their first day back later on this academic year but this is helpful information for parents/carers when booking holidays and making other plans.

More information will be released about the logistics of this day closer to the time.

## School Attendance

At Ecclesfield, we understand that attendance is a critical part of a student's academic career. As such, we have high expectations for excellent attendance (98-100%). Please note that holidays in the school term will not be authorised under any circumstances.

We are proud to have a robust policy of monitoring and tracking attendance and engaging parents in the process here at Ecclesfield. As a result of this, the school has made huge strides in tackling attendance issues over the last four years, and we have seen whole school attendance rise well above the city average.

We are keen to reward students with good and outstanding attendance so be prepared for lots of certificates and other forms of recognition! Thank you in advance for promoting high attendance and punctuality.

# School Uniform

At Ecclesfield we believe that uniform is very important, and we pride ourselves on high standards of presentation. The school operates a strict uniform code that has the overwhelming support of parents, and we ask parents to support us by ensuring students are dressed appropriately and correctly for school each day. The school uniform policy is part of the school parental agreement.

We recommend referring to the official uniform guidance available on the school website before purchasing any new uniform, including trousers and footwear. This also includes PE uniform. More information will be available on our website: [www.ecclesfield-school.com](http://www.ecclesfield-school.com)

A uniform event will be held on Thursday 14th May 2026 from 3.15pm until 6.15pm here at Ecclesfield, in the school canteen. We would strongly recommend you attend this event as it is a chance for your child to be measured for their uniform by our official uniform supplier, Imperial Sports, order and purchase other uniform items and ask any questions you may have. You may also order uniform via our website; [www.ecclesfield-school.com/parents/school-uniform](http://www.ecclesfield-school.com/parents/school-uniform) . If you are unable to attend this event, there is a sizing guide on the Imperial Sports website.

As always, we do not want uniform to be a barrier to you or your family and we understand that uniform costs really do add up. If the cost is an issue for you, please liaise with Mr Twining, Transition Coordinator via email [transition@ecclesfield-mlt.co.uk](mailto:transition@ecclesfield-mlt.co.uk).

Prior to attending the Uniform Sizing and Biometrics Event on Thursday 14<sup>th</sup> May 2026, Please ensure you have completed The Ecclesfield School Consent Collection Sheet (QR code located at the back of the booklet) to allow your students to be registered on our cashless meal service system. If you require support with this staff will be available to assist you on the evening. The electronic form contains to follow;

- Consent Form - Use of Biometric Information in School
- Photographic Consent

Thank you in advance for your support in ensuring we maintain our high standards and we look forward to meeting you in May.

# School Meals

## Cashless Meal Service

We use a cashless catering system that makes the purchasing of food much easier and efficient for our students. It also allows parents/carers to monitor what their children are eating ensuring money is spent on healthy, freshly made food. As the catering system is biometric, we have a duty to notify each parent and obtain written consent. Please refer to The Ecclesfield School Consent Collection form (QR code located at the back of the booklet) **please ensure this is completed by Thursday 14th May 2026 (Uniform Sizing and Biometrics event)**. The catering team will be available during the evening to take biometrics from students who returned their consent form. Thank you for your co-operation.

## Free School Meals

Ecclesfield School wants to ensure that every child who qualifies for a free school meal can have one. Historically many families who are eligible for Free school meals do not claim their entitlement. We want to make sure that every eligible student receives their entitlement. You qualify for free school meals if you are in receipt of one of the following;

- Universal Credit (you need to have an annual net earned income of £7,400 or below, as assessed by earnings from up to three of your most recent assessment periods)
- Income Support
- Income-based Jobseekers Allowance
- Income-related Employment and support Allowance
- Support from NASS (National Asylum Support Service) under Part VI of the Immigration and Asylum Act 1999
- The guarantee element of State Pension Credit
- Child Tax Credit with a yearly household income of less than £16,190 (as assessed by HM Revenue & Customs) and do not get Working Tax Credit run-on (paid 4 weeks after someone stops qualifying for Working Tax Credit)

**IF YOU ARE UNSURE OF YOUR ELIGIBILITY, YOU HAVE NOTHING TO LOSE BY APPLYING.** We would encourage all families to complete the form attached to your welcome email, this is also available on the school website under Year 6 Transition, and return to us. We will do all the hard work for you by applying on your behalf. The more successful student applications we have, the more funding the government provides, which ultimately improves the learning experience of all our students.

# Cashless Catering

March 2026

Dear Parent/Carer

As part of your child's Induction Days at Ecclesfield (1<sup>st</sup> /2<sup>nd</sup> July), we would like to ensure that all students are set up ready for their first day at Ecclesfield and, as part of those preparations we would like to ensure that every child is registered on the school's cashless catering system so they can easily access the dining facilities.

As the catering system is biometric, we have a duty under the Protection of Freedoms Act 2012 (sections 26 to 28), to notify each parent of a child and obtain the written consent of at least one parent before they are able to use the automated system.

You should also note that the law places specific requirements on schools when using personal information such as biometric information about pupils for the purposes of an automated recognition system and for this reason we are outlining details of what this means here at Ecclesfield.

## **Why do we use a cashless payment system?**

- Healthier eating - The system has a number of benefits which have been beneficial in managing the nutritional needs and healthy lifestyles of our students. We work closely with our catering provider (Autograph Catering) to ensure that our students receive a wide and varied choice of quality food options. The biometric system has contributed to the development of good quality food provision by allowing the production of detailed information and reports which inform the catering management team on student choices. This way we can ensure that we continue to develop and enhance nutritional value for our students. We can also give you as a parent a check on spending for your child if you had any concerns.
- Peace of mind for parents – With a cashless system, you can be confident that the money you give your child will be spent in school on food that has been freshly-prepared and which is nutritionally balanced. Once your child has added money onto their account, these funds can only be spent in school therefore minimising opportunities for a visit to the sweet shop on the way to or from school! Many parents will also feel happier that they are not sending their child into school every day with small but significant amounts of money.
- Uptake in Free School Meals (FSM) - We have also seen an uptake on Free School Meals. Because it is cashless, all students have their daily allowance and there is therefore no identification means for FSM students other than information shown to the till operator. This has removed the stigma of FSM for our students and they have more freely accessed the daily allowance and we have been able to ensure all students are obtaining a meal each day.
- Quicker service - The system has made our lunchtime queues quicker giving the students more free time at lunch - and the students like the system, which is equally important to us!

Please note that when your child leaves the school, or should you or your child opt out of the system, the biometric information will be deleted.

## **What is biometric information and how will it be used?**

Biometric information is information about a person's physical or behavioural characteristics that can be used to identify them, for example, information from their finger, iris or palm. The school would like to take and use information from your child's finger and use this information for the purpose of providing your child with access to catering facilities.

# Cashless Catering

## What do we mean?

The information will be used as part of an automated biometric recognition system. It will take measurements of your child's fingertip and instantly convert these measurements into a numerical code which is stored on the system. Please note the measurements of your child's finger are not stored, only the converted code, which is then used to recognise your child when they access the system again with their fingertip.

## Online account management

At the start of the school year you will be sent a letter which will outline our online payments system. Many of our parents prefer to use this option to top up their child's meal account. The system also allows you to view what your child is purchasing. The letter will guide you through setup. In addition you can view the parental support guide on our parent section of the school website.

## Providing your consent

As stated above, the written consent of at least one parent is required. However, consent given by one parent will be overridden if the other parent objects in writing to the use of their child's biometric information. Similarly, if your child objects to this, the school cannot collect or use his/her biometric information for inclusion on the automated recognition system.

You can also object to the proposed processing of your child's biometric information at a later stage or withdraw any consent you have previously given. This means that, if you give consent but later change your mind, you can withdraw this consent. Please note that any consent, withdrawal of consent or objection from a parent must be in writing. Even if you have consented, your child can object or refuse at any time to their biometric information being used and this objection does not need to be in writing. We would appreciate it if you could discuss this with your child and explain to them that they can object to this if they wish.

The school is also happy to answer any questions you or your child may have. If you do not wish your child's biometric information to be processed by the school, or your child objects to such processing, the law says that we must provide reasonable alternative arrangements for children who are not going to use the automated system to access our catering provision. This will be done in the form of a PIN. Please note we do not encourage this means of access as it is less secure and students can be prone to sharing the PIN with friends. Consequently, there is a potential cost here to parents!

The biometric consent form is part of the Ecclesfield School Data Collection Form **please ensure this is completed prior to attending the Uniform Sizing and Biometric Event on 14<sup>th</sup> May 2026**. If you are unable to attend this event please complete the consent form ASAP to allow us to make arrangements on induction day to register your child on the catering system before they join us in September.

Yours sincerely



Mr R Walkden  
**Headteacher**

# Form & Teaching Groups

With more than 360 students coming to Ecclesfield next year, we are sure you can imagine this is an enormous, yet enjoyable, undertaking. To help us do this evenly and fairly, we ask for information from primary schools about:

- Academic strengths and areas for development
- General behaviour and attendance
- Friendship circles

We then use this information to sort students into evenly matched teaching groups. Here are some common questions people ask about this process:

## **Will my child know someone in his/her teaching group?**

We try to place everyone with somebody from their current school so that there is at least one face they recognise. Where there are any concerns about behaviour, we deliberately keep students apart to ensure a fresh start.

## **Will my child be in a tutor group with his/her best friend?**

This is extremely unlikely. The emphasis is on making a fresh start and making new friends. There is lots of time at breaks, lunchtimes and after-school activities for friends from primary school to get together. We actively encourage all students to engage in at least one of the 120+ clubs which we run, and we always find students make new friends by doing so.

## **How will Ecclesfield liaise with Y6 teachers to ensure a smooth transition?**

We are aware that your child's Y6 teacher knows them incredibly well and we are keen to work with them as closely as possible. In the first instance, we will send out a form requesting information about their academic ability, behaviour and attendance. This helps us with our initial placement. We will then meet with each of the Year 6 teachers for a one-to-one meeting. These meetings help us obtain more detailed information about each child, for example, hobbies, interests and strengths outside of the classroom. As well as teacher meetings, a member of the Senior Team will visit each Feeder School for a Q&A session with the Yr. 6 class. We always look forward to this special hour as we are asked some brilliant questions from the students! All students will then visit us in the summer term for two induction days where students will have the chance to meet their new classmates.

We are proud of the hard work which goes into our transition process and over the years. We find that the children settle quickly and tend to make friends from different primary schools – hopefully taking away any worry from both parent and student!

# Modern Foreign Languages

All students entering Year 7 currently study one Modern Foreign Language; French, German or Spanish. Whilst the main emphasis is understanding and communication, there is also a strong focus on literacy, numeracy and cultural awareness. In Key Stage 4, we offer French, German and Spanish GCSE as a continuation of the KS3 course.

If you have a reason for a preferred language, please email **Miss Taylor, btaylor@ecclesfield-mlt.co.uk**, stating your preferences and the reason for this. All language requests and reasons for these requests must reach us by **Friday 24<sup>th</sup> April 2026**. All requests will be acknowledged via email.

**Please note that requesting a preferred language will affect which form group your child will be placed in.**

We shall make every effort to accommodate your wishes, though we expect as in past years, only a few parents will feel the need to specify a particular language. We are unable to guarantee your request but will always try to support where possible if we can.

## Ecco Enrichment

As well as our fantastic music department, we are proud to have an extensive menu of enrichment activities. These range from study support sessions to sporting and creative fun! We encourage students to attend at least one activity a week to help complement their school experience. For an up-to-date club list please check the school website. This is updated each term. We usually offer over 120 different clubs a week so there is something for everyone and it's a great way to meet new people! All clubs are free of charge.

# Special Educational Needs & Disabilities

Approximately 40% of children will have a special educational need at some point during their time in education, with approximately 20% being on the SEND register at any one time. Sometimes, parents worry that when children come up to secondary school these needs are easily overlooked and that their child may fail to make progress. We hope to be able to reassure parents that we take careful steps to make sure that this does not happen. Here are some of the things that we at Ecclesfield do:

- Work closely with primary schools so to ensure they pass on as much information as possible about your child.
- Where necessary, arrange for your child to make extra visits to the school to help make sure that their move to secondary school is as smooth as possible.
- Give students a range of assessments to identify strengths and areas where they may need additional support.
- Have in place a range of different intervention activities to support identified students in securing the skills they need to be as successful as possible.
- Work with a range of professionals from outside school to help us better meet the needs of your child. We may need your consent for professionals to share this information, please see SEN information gathering section below.
- Offer additional training and share information with staff so that they can provide the very best learning environment for your child.
- Provide a well trained and experienced team including a Manager of Additional Learning, a team of Learning Support Assistants and a primary trained Alternative Learning Pathway (ALP) Coordinator.
- Have an open-door policy regarding enquiries from parents and carers as well as numerous opportunities over the academic year for you to discuss and review your child's learning with key staff.

If you have any questions about provision for your child or would like to arrange a visit to the department, please contact:

**Mo Benson, Manager of Additional Learning** ([mbenson@ecclesfield-mlt.co.uk](mailto:mbenson@ecclesfield-mlt.co.uk))

**Andrew Beevers - SENCO** ([abeevers@ecclesfield-mlt.co.uk](mailto:abeevers@ecclesfield-mlt.co.uk))

# Instrument Lessons

If your son or daughter is currently studying a musical instrument at primary school, or wishes to begin learning during Year 7 at Ecclesfield, you'll need to do one of two things depending on their chosen instrument:

## **Brass, Woodwind, Drums, Strings, Piano/Keyboard**

Lessons for above instruments are provided by the Sheffield Music Hub, you can access the 2025-26 music service fees to parents form at <https://www.sheffieldmusichub.org> which will guide you through the steps to continue lessons on their website, both fees and timetables are organised directly by the Sheffield Music Hub.

## **Guitar/Bass Guitar, Vocals**

The Lowe Academy provide lessons for the above instruments, the group are accredited with the Music Hub and work to the same high standards. The following link: <https://loweacademy.com/enrolment/> will take you directly to the enrolment page on their website, simply select Ecclesfield as the selected schools, both fees and timetables are organised directly by the Lowe Academy.

Please contact our **Head of Music, Mr Eddy (ceddy@ecclesfield-mlt.co.uk)** for further details and your questions answered.

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## **TERMS AND CONDITIONS (please keep this for your reference)**

Tuition fees are paid in advance per term to Sheffield Music Hub. It would be ideal if students would have their own instrument as soon as possible from starting the programme. A minimum of a terms notice is required if students wish to discontinue their lessons.

A fee will be payable if Sheffield Music Hub is not provided with the required written notice. There are no refunds if a student misses a lesson (however in certain cases, 'catch-up' lessons can be negotiated if enough notice is given). Regular practice is essential if students are to progress; your support is appreciated.

# Summer Camp

This year, Ecco Summer Camp will take place from the 27<sup>th</sup> July 2026 to the 31<sup>st</sup> July 2026. It is an activity full, fun packed week where your child will have the opportunity to meet other new starters at the school and meet staff who will be working with them through their time at Ecclesfield.

There is no cost for this fantastic opportunity – all they need to bring is a packed lunch and a drink (water / dilute only).

The Summer Camp will run from 9:30am (gates open at 9:15) to 15:00 Monday to Friday. The theme for this camp will be **Survival in the Wild!**

The activities include;

- Shelter building
- Miniature raft building
- Go – Karting
- Sporting activities
- Theatre group performance, along with drama workshops
- Team building activities

The Summer Camp will be offered to vulnerable/ pupil premium students first. Any available places after that will be opened up to all.

If this is something you are interested in, please email [rtwining@ecclesfield-mlt.co.uk](mailto:rtwining@ecclesfield-mlt.co.uk). A form will be sent to you when the numbers are finalised. It will then be a case of 'first come, first served'.

Places are limited, so please return your completed form as soon as possible. You will need to ensure it that the forms are returned to the main reception at Ecclesfield School.

You will receive an email to confirm the place.

We will not be able to make part-week arrangements. You will need to commit to the full week.

# Arbor Parent

Arbor is our main communication platform. All school letters, messages, updates, and behaviour information will be shared with you through the Arbor app. To ensure you receive important information about your child's school experience, it is essential that you download the app and engage with it regularly.

**Arbor Parent App:** Is a **mobile application** you download to your smartphone or tablet from your device's app store (Google Play Store for Android, Apple App Store for iOS).

**Crucial Note for First-Time Users:** You **must** set up your password and accept the terms of use through the **Parent Portal (website) first**. You cannot do this through the app.

## 1. Downloading the Parent App

For Android devices:

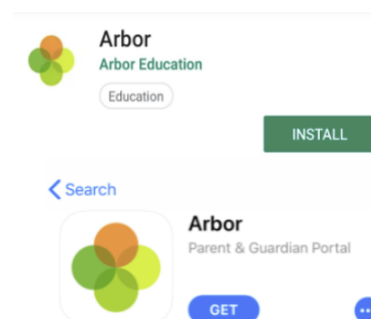
Go to your device's Play Store.

Search for 'Arbor' and tap the top result: "Arbor Parent App"

### For iOS (Apple) Devices:

Go to your device's App Store.

Search for 'Arbor' and tap the top result



## First-Time Login (Setting Your Password)

If this is your first time logging in, you'll need to set your password. School will send you a **welcome email** with a link to do this. You will receive a welcome email in due course. This may not be until September. (Please bear with us, this process is new to us this year)

Hi Pamela,

Welcome to Arbor! Arbor is using Arbor and has set up an account for you.

To finish creating your account, you just need to set a password. You can do this by going to [login.arbor.sc](https://login.arbor.sc), clicking on "Forgotten Password?" and following the instructions on screen.

Your username is: [gwyn.mabo@arbor-education.com](mailto:gwyn.mabo@arbor-education.com)

If you have trouble setting up your password or have general questions about the Parent Portal, visit [this Help Centre article](#). For any other queries, please contact Arbor.

All the best,  
Arbor

**Click the Login Link:** Inside the email, click on the unique login link provided. This link will take you to a secure page to set up your account.

### Set Your Password:

Enter your chosen password into the **Password** field.

Enter it again into the **Confirm Password** field.

Make sure your password meets the criteria (e.g., length, characters) shown on the screen.

Click the **Set Password** button.

**Log In:** You'll then be redirected to the login page. Enter your **email address** (the one your school has for you) and your newly **set password**, then click **Log In**.

Further support is available via the following link : [Logging In to the Parent Portal & Parent App – Arbor Help Centre](#)

# Sco Pay

This is a user-friendly mobile app that streamlines various aspects of school life, making it easier for you to stay connected and manage essential tasks:

- **Secure Payments:** With SCOPAY, you can conveniently make payments for school meals, trips, and other activities.
- **Sibling Coordination:** If you have multiple children attending different schools, SCOPAY lets you manage all their accounts from one place. No need to juggle separate logins!
- **School Meals:** View menus, order meals, and keep track of your child's dining balance - all within the app.

Setting up your SCOPAY account ahead of your child's start date ensures a smooth transition. Download the app from Google Play or the App Store.

**Your parental access code will be shared with you at a later date**



# Applicaa Admissions+

As part of our commitment to ensuring a seamless transition from Year 6 to Year 7, we are pleased to inform you that our school utilises a web-based program called Admissions+ by Applicaa. Admissions+ streamlines the enrolment process by allowing us to import student records in advance and seamlessly integrate our new students. By using this system, we can efficiently and securely collect essential student data, ensuring accurate and timely processing.

## What to Expect:

1. **Sign-Up Email:** you will receive an email from **Applicaa** inviting you to sign up for Admissions+. **Please keep an eye on your mailbox (and junk) for this important communication.** This will be sent to the email address you used to apply to Ecclesfield School.
2. **Data Collection:** Through Admissions+, we will collect and verify student information, including contact details, academic history, specific learning requirements, medical details and dietary requirements etc.
3. **Smooth Transition:** By participating in this process, you will ensure a smooth transition for your child as they embark on their Ecclesfield journey.

## IMPORTANT

**THIS FORM MUST BE COMPLETED AND RETURNED TO US  
BEFORE 13<sup>TH</sup> MARCH 2026**



# Consent Collection

Please ensure you have completed the Ecclesfield School Consent Collection Form prior to **Uniform Sizing and Biometric Event on Thursday 14th May 2026.**

Please scan the QR code below to access the form.



[Ecclesfield School Consent Collection 2026/2027 – Fill in form](#)

If you require a paper copy of the form to complete, please contact school reception.

## Social Media

To stay informed about the latest events, announcements, and activities at Ecclesfield School, we encourage you to follow our social media accounts. [Our Facebook page provides regular updates and important information about school life.](#) Additionally, our **Twitter account - @officalecco**, shares quick updates and reminders about upcoming events and deadlines.

For more visual content, including photos and videos from school events, follow us on **Instagram - ecclesfieldschool**. These platforms are excellent ways to stay connected with the school community and ensure you don't miss any important news. We look forward to engaging with you online

### #WeAreEcco

#### Departments

@EccoDrama  
@EccoScience  
@EccoDT  
@HistoryEcco  
@EccoExams

@EccoMusic  
@EccoEnglish  
@EccoMathsDept  
@EccoComputing

@EccoMFL  
@EccoArtDept  
@EccoGeography  
@EccoPEDept

# Parental Checklist

- Data Collection Form completed before 20<sup>th</sup> March 2026
- Uniform Sizing and Biometric Event – 14<sup>th</sup> May 2026
- Preferred language choice emailed – 24<sup>th</sup> April 2026
- Student Transition Day 1 – Wednesday 1<sup>st</sup> July 2026
- Year 6 Parents Evening - Wednesday 1<sup>st</sup> July 2026
- Student Transition Day 2 – Thursday 2<sup>nd</sup> July 2026
- Download Scopay (log in details provided June/July 2026)
- Enquire about Summer Camp (were applicable)
- Download Arbor Parent App (log in details provided at a later date)

# Contact Information



**Phone Number**  
0114 246 1156



**Website**  
[www.ecclesfield-school.com](http://www.ecclesfield-school.com)



**Email**  
[transition@ecclesfield-mlt.co.uk](mailto:transition@ecclesfield-mlt.co.uk)



**Social Media**  
Facebook: Ecclesfield School  
X: @officialecco  
Instagram: ecclesfieldschool



**Address**  
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Sheffield  
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