



Information for New Students

September 2025



Our World of Opportunity
RESPECTFUL · RESILIENT · ASPIRATIONAL

Welcome to Victoria College

Respectful | Resilient | Aspirational

We are delighted to welcome you to Victoria College and to our wonderful wider College community. We are pleased that you have chosen our College and are sure your son will have a fantastic time here, taking advantage of the huge range of academic and co-curricular opportunities on offer.

Most of you reading this will have a son that is about to join us in Year 7, but this guide will be relevant whichever Year he is joining us in. We hope it provides guidance on some of the logistics of being at the College. Don't forget, once your son arrives the College staff are here to help him, and you, so you only need to ask if you are unsure of anything.

We very much hope your son enjoys his time as a part the College community, as he joins the ranks of those that have studied here since 1852.

We look forward to seeing you and your son in person.

Kind regards,



Dr Gareth Hughes
Headteacher



Mr David Cox
Head of Year 7

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Assemblies

All students have a main College assembly every week in the Great Hall or Howard Davis Theatre, during which key messages are announced, notable awards and successes recognised, and motivational speeches delivered. Each House holds a House assembly once a fortnight, where progress in House competitions is discussed, House teams formed, and student successes recognised. Year assemblies are also held once a fortnight, often (but not solely) focusing on academic matters. Finally, we also have occasional assemblies from a wide range of visiting speakers.

Attendance

We expect our students to be in school, taking advantage of all we have to offer. Attendance is monitored closely by the Attendance Officer. If your son is unable to attend College you should contact the Attendance Officer either by telephone on 01534 638218, or email on attendance@vcj.sch.ie.

Family holidays should not be arranged during term time. Where this is unavoidable, parents should complete an Absence Request Form (which can be downloaded from the website), for authorisation by the Head of Year, well in advance of the date.

Bags

All students need a strong school bag large enough to hold an A4 folder, sports kit and other equipment. At break and lunch times bags should be placed on the bag racks or in a locker, if your son has one. Please see the section on lockers for more information. Sports kit and food must not be left on bag racks, or in lockers, overnight.

Behaviour

One of the College Values is Respect. To make the College experience enjoyable for all its members we expect students to behave with courtesy, good manners and consideration for others at all times. To achieve this, students will be expected to:

- Treat other students and members of staff with kindness
- Demonstrate an eagerness to learn
- Be quiet and orderly in preparation for lessons
- Ensure the College environment is clean and tidy
- Wear uniform correctly and with pride
- Respect the property of others and take responsibility for own property
- Be welcoming to visitors

Bicycles and Mopeds

Students cycling to school must leave their bicycles locked in the cycle racks near the Le Brocq classrooms. **They must not cycle on site.** Cyclists must wear a cycling helmet at all times and should have passed their Cycling Proficiency Test. Mopeds, for older students, must be parked in the racks near the Le Brocq building. Students must not ride mopeds, or rev engines, on site and a helmet must be worn whilst the moped is being ridden or pushed.

College Calendar

All information about what's on Victoria College is shown on the [College Calendar](#). Parents are able to view this via the Calendar link on the website, underneath the "Parents" tab. There are many different filters that you can adjust to narrow down and find the information you are looking for. You are also able to sync the Calendar to your own Calendar by clicking a button on the Calendar website.

There is also a separate [College Sports website](#) which details fixtures, results and training sessions for the various College sports teams. Fixtures automatically link the College Calendar.

Communication

Every Thursday during term time you will receive the College Newsletter. This contains all of the information and updates for the coming week. Other than this weekly communication, you will receive very few individual emails from the College. The Newsletter is designed to be a "one stop shop" for information.

You are encouraged to follow Victoria College on social media (Facebook, X, LinkedIn and Instagram), where as well as celebrating and showcasing student achievement and important events, you will see lots of the day-to-day activities that our boys are engaged in.

We use text message alerts for last minute changes to timings or events, as well as reminders of certain details.

Every day, each boy receives the "Daily Notices" from the Deputy Head, Mr Patrick Crossley. This is shared via email, placed on the College's SharePoint site and on Show My Homework. Please encourage your son to read this as this tells him what is happening the next day, including where he is placed in the Bistro queue!

Counter Bullying Policy

Victoria College has a zero-tolerance approach to bullying. We believe that all students have the right to be educated in an environment where there is mutual respect and co-operation. We recognise that every student has:

- The right to feel safe
- The right to learn
- The right to be treated with respect

Bullying is contrary to this approach, and we do everything possible to eliminate it and promote the four core values of the College.

Advice to all Students

What do you do if you feel you're being bullied or you think someone else is being bullied?

If you think you are being bullied, **TELL SOMEONE.**

If you see someone else being bullied, **TELL SOMEONE.**

In College you can talk to:

- Your Tutor
- Your Head of House
- The Student Services Team
- The Counter Bullying Coordinator
- Your Teachers
- The Counsellor
- Anyone you feel comfortable talking to

Bullies need adults to help them to stop. Telling an adult about it will help you and the bully. **DO NOT DEAL WITH IT ON YOUR OWN.**

If you cannot do this ask your parents to contact the College. Reporting bullying is not tale-telling. If you do not report it, it will not get better for you or the bully.

The College needs your help and support in keeping us informed and the sooner we know about potential bullying the sooner we can intervene and prevent things escalating. Rest assured that we will approach the situation in a way that will not bring any more anxiety or stress to the victim.

If you would like to discuss the Counter Bullying Policy further, please feel free to contact Ms Maggie Quinn (Assistant Head Student Progress, m.quinn@vcj.sch.je)

Bus Service

The School Bus Service is run by LibertyBus. Further information can be found on www.libertybus.je/schools.

Equipment

Students are required to have the following equipment with them for all lessons these materials can be purchased at any good stationery shop.

- Fountain or ballpoint pens
- Pencils
- Pencil sharpener
- Rubber
- 30cm ruler
- Glue stick
- Coloured pencils
- Ink eraser
- A4 stiff folder for storing worksheets
- Electronic calculator
- Geometry set

This equipment should be labelled with the student's name.

For Design Technology and Science lessons a white laboratory coat is required. This must be labelled with the student's name on the top of the outside breast pocket. Laboratory coats can be purchased at Redvers, Bath Street, St Helier. An old large shirt may be used for Art.

Exams

To ensure we have a good understanding of students' progress, we hold a range of assessments over the year (further details in the Learning Guide). These are formal End of Year Examinations, conducted in the Summer Term, for Years 7, 8, 9 and 10. Year 12 have a series of Pre-Public Examinations in early Summer Term and Years 11 and 13 have formal Mock Examinations in the Spring Term, ahead of their Public Examinations in May and June.

Apart from the usual school testing, students will take additional nationally standardised tests as outlined below. These tests take place in September/October.

- CAT4 (Cognitive Ability Tests) in Year 9.
- Progress Tests in English and Maths in Year 7 and Year 9

Results are shared with parents.

Home College Agreement

All boys and their parents/guardians are requested to sign the Home College Agreement. This covers basic behavioural expectations, practical operational matters, appropriate ICT usage and the Joint Charter of Respect. The agreement can be found on the College Website under the "For Parents" section and is part of accepting your son's place at the College. Students sign it electronically as they start the College. We require parents and students to re-sign the agreement when they start Year 10 and Year 12.

Homework

Homework is an essential and meaningful part of the learning process. It helps to ensure that students have understood what has been done during a lesson and to prepare for work to come. It should also help students to work independently at research and in planning.

Homework is delivered via the online learning platform 'Satchel:One'. The College implemented this system so that students and parents can access and organise homework digitally and remotely. The use of ShowMyHomework improves communication of homework tasks between teachers, students and parents/carers and provides opportunities for students to understand what they have to do to be successful and when they have to complete it. Students are informed of how much time to spend on their work and how to record it effectively.

If a student is absent, it is their responsibility to see the teachers concerned and to catch up on the work missed.

Homework Club

These sessions are held from Monday to Thursday from 15.30–17:00. They are open to all College students from the beginning of each term. Sign up for Homework Club is done via SOCS and closes generally by the end of the first week of a new term. Parents can sign up their son for individual sessions at a time. Each session costs £5, for which you will be invoiced after sign up closes.

Many parents have said that they value this opportunity for their son to take part in supervised homework sessions and we are attempting to meet the wishes of our parent body by offering these sessions.

Houses

Each student is in one of the five Houses: Braithwaite, Bruce, Diarmid, Dunlop or Sartorius. These Houses are named after famous Old Victorians, which shows the strong link with our College history. In alphabetical order the crests are shown below; the colours have also become synonymous with the Houses.



Students who were at Victoria College Preparatory School will normally be placed in their existing House. Students with a family tie are usually placed in their family House whilst other students are placed in a House to make the Houses as equal as possible. The Houses organise Inter-House competitions in Sport, Drama,

Music and Art. Each House supports its own charity and organises fund raising events.

Students are placed in a Form Registration Group based on Houses. They have a Form Tutor, who meets with the Form every day for 10 minutes in the morning and 20 minutes in the afternoon to discuss all aspects of College life and keep an eye on progress. Form Tutors are key personnel for a student's time at College.

Illness, Accidents and Signing Out

If your son feels unwell or has an accident in College, he must tell a teacher straight away. He will be directed to the Office where a trained First Aider will take care of him. If your son is too ill to remain at College or if hospital treatment is required, parents will be contacted - this is why it is so important for the College to have access to an emergency contact number. **Students must not leave College, go home without permission or telephone parents directly.**

It is essential to make medical appointments outside College hours if possible. If your son must leave College during the day for any reason, he must bring a parental note. Your son must then sign out at the College Office using the EntrySign system. If he returns to College later the same day he must sign in, again at the College Office using the same system.

Information Technology

The College is well equipped with over 300 computers and laptops in dedicated Computing Labs and in Departmental Areas as well as 32 iPads available for students via the Library. The College has a WiFi network for all pupils to use with their own devices after a discussion and approval from the SENCo, Ms Clare Scott.

All students will be allocated a personal login code for the College network and they must use a personal protective password. **Students must not let other students know their password.**

The College makes use of the entire Microsoft 365 suite which all students will have free access to via the Cloud. The individual applications will also be available for free download once they have their login details. The login details will be the same as their Network logins which will be issued to new starters at the start of the Autumn Term. The Microsoft 365 suite includes Outlook, Teams and Class NoteBook, all of which are used extensively by the College to share information with students. Students will be issued with a College email address which they should check regularly. They can save their work onto their Microsoft OneDrive account, which has 1TB of online storage.

Instructions on how to use all of the software mentioned will be covered at the start of the Autumn Term.

We have a dedicated IT support team on site to help students with any problems.

Library and Resource Centre

The De Quetteville Library is open from 07:50 to 15:45. It is a study and leisure space available to any member of the College. It is open before school and during lunchtimes. Homework Club is usually held there after school hours.

New students will be given an induction time to go to the Library and register with Mr Wooldridge, the College Librarian, on the College network, before they can start borrowing books. The Library currently houses about 14,000 fiction and non-fiction books.

Each student can borrow up to three items for up to three weeks. Audiobooks and DVDs can be borrowed for seven days. The Library also holds a set of most of the College's current textbooks for reference. Digital cameras, laptop computers and digital voice recorders are also available for loan.

The Library Homepage can be accessed directly from the College website. From there you can search the catalogue and log in to your 'reader account' to find out what books you have out on loan, look at a list of your past loans, reserve books and write reviews.

There are also links to a large collection of on-line resources including the Encyclopaedia Britannica Online School Edition and 'Issues Online' which has current information on social/environmental issues.

As well as daily papers being available online, a variety of academic and leisure magazines are available. A TV provides round the clock access to the daily news.

Alongside the 23 computers in the LRC (the Learning Resource Centre), there is a printer and photocopier for the use of students. A full class set of iPads and laptops are also available, enabling classes to be held in the Library.

A variety of games and pastimes are also available for students' use at break times and several of the College clubs use the area for their meetings. Don't forget to look out for the weekly riddles and object of the week! From Year 8, all pupils can apply to be Pupil Librarians.

The extensive College archive is also now housed in the Library with regular College history displays being presented in "The Curam" (the entrance corridor for the Library, also known as 'The Corridor of Curiosities').

Lockers

There is a limited number of lockers that students can apply for. To arrange use of a locker, a form is available to complete from College Reception. A key deposit of £20 is required, this being refunded upon return of the key either at the end of the student's school career or when he decides that he no longer requires a locker. Replacement keys will cost £20.

Lost Property and Nearly New Uniform Shop

From time to time, your son will mislay items of equipment or clothing. If anything your son brings into College is of value or you would not be happy to replace, please ensure that his full name is clearly and securely on it.

If something goes missing, please ask your son to:

- Retrace his steps (including break and lunchtimes);
- Look in the relevant locations list below, depending on his movements.

There are three main areas where boys' things are left behind.

Sports Pavilion – if your son has left something in the changing rooms, it will typically stay there until the next day just in case he goes back to look for it.

Langford Sports Centre – if your son has left something in these changing rooms, they are placed into the lost property store in Langford. Named items are returned. Unnamed items are routinely collected and moved to the main Lost Property Cupboard.

Rest of the College – any items of kit or equipment that are left behind in classrooms and other areas of the College are periodically gathered and placed in the Lost Property Cupboard in the main building. Named items are returned to the student and unnamed items are left in the cupboard.

At the end of every term, unclaimed lost property will either be:

- Donated to the Nearly New Uniform Shop;
- Donated to a charity shop;
- Disposed of.

The Nearly New Uniform Shop, located at the back of the Bistro in De Carteret Block, is run by the VCPA. Confirmed opening times are announced in the newsletter and on social media.

Lunches and Bistro Victoria

Students may either bring a packed lunch to school or purchase hot and cold food to eat in Bistro Victoria.

Our in-house caterer, Flourish by Caring Cooks, aims to provide snacks and meals to busy young people to keep them nourished and energised throughout the day. They provide home cooked and unprocessed food that is affordable and tasty, to ensure that students are receiving the fuel they need to learn and grow.

Flourish provide a diverse menu that gives students the opportunity to try a wide variety of foods throughout the three-week menu cycle. Full meals are available each day, with a vegetable accompaniment, as well as lighter bites for those with smaller appetites. Menus are displayed in the Bistro or can be viewed online. A

vegetarian option is provided every day and chefs will try to cater for most dietary requirements if they are informed of your needs.

The Bistro will accept a student TouchTopUp card or cash; however, contactless payment via the card is preferred. TouchTopUp Restaurant Cards offer parents and students the ability to manage their money and understand how they are spending it via the website or app. The secure online payment system is managed locally by Checkout.

To obtain a Restaurant Card please visit <https://www.checkout.ie/topup.html>. If you already have a card the balance of money will be transferred to your new card.

The card can be easily topped up by parents/carers and works as a debit facility that allows parents to control the credit and enable purchases. Parents will be able to view the card's purchases each time they log onto their account. The card allows parents the peace of mind that students are not carrying cash all day and that they are using the Bistro for approved food and drinks within UK school food standards. The website is accessible to use 24 hours, 7 days a week. On the website you need to go to 'Order a Card'. Once parents have created an account a card will be sent in the post.

Map of the College Site



Victoria College
Mont Millais, St Helier, Jersey JE1 4HT
+44 (0) 1534 638200



Mobile Phones

Students are permitted, although not encouraged, to bring a mobile phone to College, but it is forbidden for them to be used during the school day, in accordance with the Mobile Phone Policy which can be found on the College website. Boys in Years 7 and 8 must lock their mobile phones in their dedicated mobile phone locker in their Tutor Room at 08.25 and then not collect them before 03.25. Should you wish to contact your son, please do so via the College Office. **Please do not contact your son directly during the school day.** For the Sixth Form, phones can only be used in Sixth Form Centre during the school day, and in class with specific permission by the teacher, for learning purposes.

Music

Music is firmly at the heart of College life and we encourage our boys to develop their musical talents to the highest levels, which many do in a wide range of music. From day one through to their final days at College, music will play an active part in your son's life here and it is our mission to ensure that they are encouraged and stretched to reach their full potential.

All boys are encouraged to be involved in at least one musical activity and boys who play instruments are expected to play in one of the ensembles. We have groups which cater for all ages, abilities, and styles: Concert Band, Sinfonia, String Group, Brass Group, Voces Victoria, College Choir, Training Band, Big Band. Rehearsals take place during lunchtime and after school.

For boys in Year 7, their class music lesson is part of our unique VCOC (Victoria College Orchestral Challenge) which new Year 7 students will receive a letter about in their introduction pack. Boys all learn an orchestral instrument during Year 7, with the challenge of attaining at least their Grade 1 by the end of the year.

We put on concerts throughout the year, from Christmas through to the summer, with large events and smaller chamber concerts aimed to enable all to get a performing opportunity. The annual House Music competition is a hotly contested event which has produced some excellent music making, often with an Old Victorian musician returning to help adjudicate the evenings.

Timetables and calendars for lessons and rehearsals are posted in the music school and can be found online too.

Teachers come to teach instrumental lessons here during the school day and boys are actively encouraged to take their lessons then. Considerate rotating timetables ensure a minimal disruption between music studies and other academic lessons and our teaching is provided by:

- **VCOP** - Our own teachers working for the Orchestra Project
- **JMS** – The Jersey Music Service
- **Rock School** – specialist guitar and drum teachers
- **JAM** - The Jersey Academy of Music

As a part of their weekly VCOP lesson, every child, (whether they play an instrument already or not) will learn an orchestral instrument with one of our specialist visiting teachers for the whole year. We give all boys the opportunity to choose from a range of instruments and try to ensure that they get their first or second choice as far as possible. This is an orchestral challenge and therefore the range of instruments will include:

- | | | |
|---------------|-------------|------------------|
| • Violin | • Oboe | • Trumpet |
| • Viola | • Clarinet | • Horn |
| • Cello | • Saxophone | • Trombone |
| • Double Bass | • Bassoon | • Euphonium/tuba |
| • Flute | | |

Those boys who already learn an instrument will be able to take on a second instrument and those who already play two instruments will be able to work on an alternative music projects to expand their music. The boys make their initial choices on the transition day and then from September they work in small groups with a specialist teacher learning the skills and developing their musicianship.

The challenge for the boys is to work to achieve Grade 1 by the end of the year. We are supporting this project as we know that the progress and musical development that occurs has a positive impact across the entire academic spectrum.

There is no charge for the lessons, but we ask for a contribution for the hire of the instrument. The cost of £55 per term, which is only possible due to a considerable subsidy, is included in your start of term bill. More details about the instruments and the hiring arrangements will be sent to parents in September.

Each week the boys will receive a 30-minute group lesson and then get together as an entire Orchestra. There will also be three concerts throughout the year to which parents will be invited.

Further information on any aspect of Music at College can be obtained by contacting Mr Francis Murton, Director of Music: f.murton@vcj.sch.je

Policies

Key policies are available via the College website, under the 'Parents' tab in Secondary School. Other policies are available on request.

Punctuality

Punctuality is an important part of self-discipline and is essential to good time management, not to mention being vital to ensure students avoid missing valuable lesson time. Students must ensure they are in the appropriate classroom no later than the times stated in the timetable. A site-wide bell system is in order to signify start and end of breaks and lessons.

If students arrive after morning registration, they **must go to the Office to sign in before going to their lesson**. They will be marked late in the register and a note to explain this late arrival should be given to the tutor.

Parental Feedback

Annual Parent Survey

Every year in the Summer Term parents are invited to complete an anonymous survey that provides incredibly useful information for the College to help improve your son's experience. Results and consequent actions are then published.

Parent Information Evenings

This will take place at the start of the Autumn Term where you will have the chance to hear from members of the senior team about what your son's year will look like, as well as an introduction to some key pieces of information and a chance to meet other parents and important members of staff informally.

Progress Reviews

These are issued at regular intervals throughout the year. These provide feedback on your son's academic progress and success at meeting the College Values of Respect, Resilience, Resourcefulness and Aspiration.

Summative Reports

These will be issued once during the academic year for each year group.

Parent-Teacher Subject Consultations

You will have an opportunity to meet with your son's subject teachers during the academic year.

Should you have any queries about your son's life at College at any other time during the year your first point of contact will be their Tutor.

Rewards

Staff may award "Reward Points" to students for a variety of things based on our three College Values of Respect, Resilience and Aspiration. This may be for things such as showing an act of kindness, displaying good behaviour, producing a particularly good piece of work or for work which is consistently good. Each point earned contributes towards each House's attempt to win the College Cup.

Students can work towards their 'Colours Badges' (Juniors and Colts) or 'Colours Ties' (Seniors) by achieving House Points for representing their House in various ways such as sport, the arts or charity work.

Ties are also awarded for College sporting, art and music achievements and Prefects are presented with a 'Prefect Tie' when they are appointed.

There is a Headteacher's Tea Party every half term for a small number of boys who have shown particular excellence or endeavour in a certain way. Every Term ends with a Celebration Assembly. At the end of each year, prizes are awarded to the top students in each subject in each year.

There are also many individual trophies which are presented for academic work, sport, the arts and the CCF. The major trophies are presented at the annual Prize Giving Event.

Sanctions

The College encourages the very best learning behaviours from our students, as we seek to ensure the highest quality learning environment for everyone. However, there are times when students display behaviours contrary to our Values. The College uses its sanctions only when necessary, and the Behaviour Policy is available on our website.

If your son is given a detention, it will either be a next day detention (15:30-16:00), a Friday detention (15:30-16:30) or a Saturday Book (09:30-11:30).

Next day detentions will be issued with a slip for your son to bring home, which will explain why the sanction has been given and when the behaviour took place. It is very important to our process that your son takes responsibility for his actions and so he should give the slip to you for your information. We do not call home for a next day detention.

You will be contacted regarding Friday detentions or 'Book' detentions, as these would be given for more serious breaches of our culture and ethos. Book is a detention for serious offences held once a month on a Saturday morning from 09:15 – 11:15. Students are expected to wear full College uniform and will be supervised by at least two senior staff members.

Sport and Co-Curricular

The College runs many sports teams throughout the year with matches against other schools, both on and off Island. Team practices are normally after school and are open to everyone regardless of ability. College teams are selected to represent the College based on attendance at these sessions. Notice of practices and team selections are displayed on the College website. An email will be sent out at the start of each term to show what activities are running and when.

There are also many Inter-House sport competitions including:

• Football • Hockey • Rugby • Cricket • Tennis	• Squash • Badminton • Athletics • Cross Country • Swimming	• Shooting (Colts & Seniors Only) • Table Tennis
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Years 7 and 8 compete in their House Form, Years 9 and 10 are represented by Colts Teams and Year 11 and the Sixth Form are the Seniors. All Inter-House sports events score towards the Blomfield Trophy.

We also offer a wide range of Co-Curricular opportunities for our students at breaktime and lunchtime. In the current academic year, we routinely offer over 60 different clubs each week. At the moment, some of the activities that the boys can take part in are:

- Airsoft
- Animation
- Archery
- Badminton
- Board Games
- Chess
- Choir
- Climbing
- Concert Band
- Culture Club
- Debating
- Design and Technology
- Diversity and Inclusion Club
- Dodgeball
- Drama
- Faith Club
- Fitness Club
- Gardening
- Golf
- Mountain biking
- Orchestra
- Pokemon & Magic the Gathering Card Club
- Philosophy Film Club
- Rock School
- Skateboard and Scooter Club
- Sports Leaders Award
- Squash
- String Ensemble
- Surfing
- Table Tennis
- Volleyball
- Warhammer

There is something for everyone and our staff team want to ensure that all students get involved - if there is an activity students would like to try, that we don't already offer, we encourage them to tell us so we can aim to build custom packages for them.

Our full Co-Curricular programme is available through our new dedicated platform, SOCS Co-Curricular. You and your son will be able to view, sign-up and stay up-to-date with the full Co-Curricular offering we have at the College.

As noted above, there is a separate College Sports Website which details fixtures, results and training sessions for the various College sports teams. Fixtures automatically link to the College Calendar.

Sports Kit

The items of Sports Kit below are compulsory. Those marked with an asterisk* in this section are available from the current College outfitters, **Redvers, Bath Street, St Helier** and **Lyndale Sports, Rue du Grands Jardins, Trinity**. Please see the uniform page of the College website for further details, including supplier information and photographs.

- College Reversible Games Shirt* (“Bumblebee”)
- College Shorts with crest*
- College Games Socks*
- College Tracksuit top*
- College PE Tech T-Shirt*

The following items of kit are compulsory, and can be purchased from any supplier.

- Studded Boots, suitable for football and rugby
- Outdoor Training Shoes (suitable for AstroTurf)
- Indoor Sports Shoes
- Shin Pads
- Gum Shield
- White PE Socks
- Swimming Shorts
- Towel

The College Tracksuit bottoms*, available from Redvers, are optional.

All kit must be labelled and brought to College in a labelled kit bag. Kit should be taken home after each lesson.

Student Support

Every effort is made to help students feel welcome and to ensure a smooth transition from primary school to College. Support and guidance are provided by Tutors, Head of Year and Heads of House. We also have a dedicated team working in the Study Support Room which consists of our Special Educational Needs Coordinator (SENCo), College Counsellors, Learning Support Assistants (LSAs) and Emotional Literacy Support Assistants (ELSA).

The SENCo, in conjunction with the Assistant Head Student Progress, will help students who have social and emotional concerns and may find it difficult to come to school or, on rare occasions, may feel quite angry and display certain associated behaviours which are transferred into the classroom.

Further information can be found by following this [link](#).

Times of the College Day

08:25 - 08:35	Morning Registration
08:35 - 09:35	Lesson 1
09:40 - 10:40	Lesson 2
10:40 - 11:00	Break
11:00 - 12:00	Lesson 3
12:05 - 13:05	Lesson 4
13:05 - 14:00	Lunch
14:00 - 14:20	Tutor Time or Assembly
14:25 - 15:25	Lesson 5

Timetables

Timetables are given to students on the first day of the Autumn Term, confirming daily subjects, times and location (Prefects accompany students between rooms for the first few weeks) and introduce them to the teachers.

Below is an example timetable to show the subjects your son will be studying:

Lesson	Mon	Tue	Wed	Thu	Fri
1	English	Maths	RE	Maths	English
2	Computer Science	History	PSHE	French	Drama
3	Art	Physics	English	D&T	PE
4	Games	Drama	Maths	English	French
5	Chemistry	Music	French	Biology	Geography

Uniform and Appearance

Every student at Victoria College dresses smartly in the appropriate uniform. Students are ambassadors for the College and dress and behave in a way that reflects the standards and values we seek to achieve.

In Years 7-10, the uniform is distinctive with its gold braided blazer. In Year 11 and in Sixth Form, students present a business image in line with our standing in the community; a matching suit – black, dark grey or dark blue – is worn.

College Prefects only are permitted to wear a coloured waistcoat, underneath their suit.

During inclement weather, coats and hats may be worn; these must be plain. This helps maintain the high standard of appearance of our students. Hooded tops are not permitted.

Uniform should be smart, with all items clearly labelled. If there are any problems with attending College in the correct uniform, please provide your son with a written note.

Hair must be kept neat and tidy, covering the scalp. Long hair must be tied back for PE, Science and DT/Art lessons, and kept clear of the face at all other times using an aliceband or hair tie. Extreme hairstyles are not permitted. Hair colour must be a natural colour – bleached blonde hair is not permitted. Facial hair is limited to sideburns (not beyond the bottom of the ear), and during the month of November, to support the 'Movember' charity, a moustache can be sported by Sixth Form students only. Religious exemptions apply.

Jewellery, including friendship and charity wrist bands, is not permitted for Year 7-11. Students may wear a watch and medical bracelet if appropriate. Sixth Form students may wear a signet ring. Piercings of any kind are not permitted in Y7-11. Sixth Form students may have up to two piercings per ear, with small, plain stud earrings during the school day (no gemstones or diamante).

In line with the Mobile Phone Policy (see website for details), pupils are not permitted to wear headphones or earphones during the school day (0825-1525).

The College Uniform consists of the below items. Uniform marked with an asterisk* in this section is only available from the current College outfitters, **Redvers, Bath Street, St Helier** and **Lyndale Sports, La Rue du Grand Jardin, Trinity**.

Years 7-10

- College blazer*
- Dark grey or black trousers
- Plain black V-necked pullover (optional)
- Polished black shoes (no boots or black/logo trainers**)

Years 11-13

- Dark matching suit – black / dark grey / dark blue
- Plain V-necked pullover matching the suit
- Polished shoes (no boots or black/logo trainers**)

All Year Groups

- College Tie with House Stripe*
- Plain white shirt, buttoned and with a suitable collar
- Plain dark grey or black socks
- Plain overcoat (optional)
- Plain hat (optional)

**medical conditions or injuries may necessitate the wearing of different shoes, but requirements must be sent to the Headteacher in advance for approval.
Nike do not make school shoes.

Colours, 'Ten', and Prefect Ties, awarded by Houses and the College, may replace the standard College Tie.

Valuables

Valuables and money, other than small amounts, should not be brought to College. If this is unavoidable, all valuables and money must be handed into Reception for safekeeping or locked in a locker. All valuables must be handed into a Games Master before sports lessons and not be left unattended in changing rooms. College takes no responsibility for money, general valuables or electronic devices brought onto the premises.

Victoria College Parents' Association (VCPA)

The **Victoria College Parents' Association** ("VCPA") is an active committee that holds parent forums and distributes funds to support College and enrich the boys' time here; parents are encouraged to get involved.

The VCPA exists to:

Support Parents

Through organising social events and activities for parents to feel part of College life, mix with staff and meet fellow parents. This includes a New Parents' Dinner and a Quiz. It also runs a Nearly New Uniform Shop and provides information to new and existing parents.

Support the Boys

Through providing treats and experiences that enhance the boys' experience at College. VCPA Funds pay for cakes on the Founders' Walk and items ranging from table tennis equipment to a 3D printer and a haze machine. The VCPA also started the ArtEquals programme to promote students' mental wellbeing through immersing themselves in creativity.

Support the College

Through working closely with the Leadership Group the VCPA provides a forum for discussion and a point of contact between parents and the College, as well as supporting social elements of College activities.

The committee usually meets twice every term and new committee members and ideas are always welcome. The VCPA also maintains a list of parents who are willing to help at events. For more information and any questions please contact VCPA Chair, Helen Worthy (vcpachair2@gmail.com)



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