

## YEAR 12 REGISTRATION ACTIVITIES



**Kings Langley School**  
Unlocking Potential for Life

Week	Week	WB	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	
1		1/9				INSET	INSET	
2	1	5/9			Character	Fire Practise	Fire Practise	
3	2	12/9	Reading	Assembly	Moral Maze	VESPA	Folder checks	
4	1	19/9	Reading	Assembly	Character	VESPA	Folder checks	
5	2	26/9	Reading	Black History ppt	Moral Maze	VESPA	Folder checks	
6	1	3/10	Reading	Assembly	Character	VESPA Assembly for guides	Late start	
7	2	10/10	Reading	Assembly	Moral Maze	VESPA	Folder checks	
8	1	17/10	Reading	Dyslexia ppt	Character	VESPA	Folder checks	
<b>HALF TERM</b>								
9	1	31/10	Reading	Assembly	Character	VESPA	Folder checks	
10	2	7/11	Reading	Assembly	Moral Maze	VESPA	Folder checks	
11	1	14/11	Reading	STEM ppt	Character	VESPA	Folder checks	
12	2	21/11	Reading	Assembly	Moral Maze	INSET	OCC DAY	
13	1	28/11	Reading	Form tutor choice	Character	VESPA	Folder checks	
14	2	5/12	Reading	Assembly	Moral Maze	VESPA	Folder checks	
15	1	12/12	Reading	DENS ppt	Character	VESPA	Folder checks	
16	2	19/12	Reading	Moral Maze	Form tutor choice	HOL	HOL	
<b>HOLIDAY</b>								
16		3/1	HOL	HOL	HOL	INSET	INSET	
17	1	9/1	Reading	Assembly	Character	VESPA	Folder checks	
18	2	16/1	Reading	Assembly	Moral Maze	VESPA	Folder checks	
19	1	23/1	Reading	Holocaust ppt	Character	VESPA	Folder checks	
20	2	30/1	Reading	STEM ppt	Moral Maze	VESPA	Folder checks	
21	1	6/2	Reading	Assembly	Character	VESPA	Folder checks	
<b>HALF TERM (Random acts of kindness week)</b>								
22	2	20/2	Reading	Assembly	Moral Maze	VESPA	Folder checks	
23	1	27/2	Reading	Assembly	Character	VESPA	Folder checks	
24	2	6/3	Reading	British Science Wk ppt	Moral Maze	VESPA	Folder checks	
25	1	13/3	Reading	Assembly	Character	VESPA	Folder checks	
26	2	20/3	Reading	Assembly	Moral Maze	VESPA	Folder checks	
27	1	27/3	Reading	Autism ppt	Character	VESPA	Folder checks	
<b>HOLIDAY</b>								
28	2	17/4	Reading	Assembly	Moral Maze	VESPA	Folder checks	
29	1	24/4	Reading	Assembly	Character	VESPA	Folder checks	
30	2	1/5	HOL	STEM ppt	Moral Maze	VESPA	Folder checks	
31	1	8/5	Reading	Assembly	Character	VESPA	Folder checks	
32	2	15/5	Reading	Assembly	Moral Maze	VESPA	Folder checks	
33	1	22/5	Reading	Form tutor choice	Character	VESPA	Folder checks	
<b>HALF TERM</b>								
34	2	5/6	Reading	Assembly	Moral Maze	VESPA	Folder checks	
35	1	12/6	Reading	Well-being ppt	Character	VESPA	Folder checks	
36	2	19/6	Reading	Assembly	Moral Maze	VESPA	Folder checks	
37	1	26/6	Reading	Assembly	Character	VESPA	Folder checks	
38	2	3/7	Reading	Activities wk ppt	Moral Maze	VESPA	Folder checks	
39	1	10/7	Reading	Form tutor choice	Character	VESPA	Sports Day	
40		17/7	Work experience					



## REGISTRATION ROUTINES AND PROTOCOLS

Teachers will be in classrooms prior to the tutor groups arriving, and will ensure that the “Weekly Reflection” slide is on the board (see registration activities folder, correct year group, school week and day)

Teachers will greet students at the door and students will take their seats quietly, then think and reflect on the slide on the board

Whilst the students are busy with this task, teachers will take the register on SIMS

Teachers asks form captain to hand out student folders whilst taking short feedback from students. Then following the powerpoint, begins the activity for that registration

At the end of the character powerpoint each week, students are to write a weekly target linking to the character theme in their planners.

Five minutes before the end of registration, the teacher goes through the equipment checking that all students have all the required items in an efficient and safe way

Where items are missing, students are issued with school ready sanctions, which must be registered on SIMS and for those persistent offenders phone calls made to parents.  
Where possible, students should buy missing equipment from the library at break or lunch time

Students should pack away silently, whilst the teacher gives out relevant messages

Students then stand behind their chairs silently and are dismissed to their first lesson school ready and in style