

# SOUTHEND HIGH SCHOOL FOR BOYS

## ACADEMY GRAMMAR SCHOOL

Prittlewell Chase, Southend-on-Sea, Essex, SS0 0RG  
(01702) 606200 enquiries@shsb.org.uk www.shsb.org.uk

Headteacher: Mrs R V Worth



15<sup>th</sup> July 2026

Dear Parent/Guardian,

I hope your son is looking forward to starting SHSB in September, we are all very much looking forward to seeing our new Year 7 pupils! We hope that they enjoyed their Induction Day and feel part of our school community and we also hope as parents you found the information evening useful.

Year 7 begin school on **Wednesday 2<sup>nd</sup> September at 08:30**. Please note, Year 7 are scheduled to be the first year group to arrive and so there is no need to arrive much before 8:30. The Year 7 structure of the day is outlined below and is intended to give them time with their form groups and a chance to get to know the school site and systems in preparation for the year ahead. On Wednesday, they will also have an assembly with the Key Stage 3 team where we will be able to outline the plans for the first half term and address any queries they may have.

Another reminder that on Wednesday 21<sup>st</sup> October, Year 7 are going on a team-building trip to Stubbers Adventure Centre, Upminster. Please navigate to ParentPay to pay your deposit. If you have any questions about payment, please email [enquiries@shsb.org.uk](mailto:enquiries@shsb.org.uk).

Below you will find more information that is relevant to the start of term. I wish you all a happy and restful summer.

Yours sincerely

Mr W Imbush  
Leader of Year 7



## First Day

Your son's first day is **Wednesday 2<sup>nd</sup> September** and the day will run as follows:

**8.30 – 8.40:** Register on main playground with Form Tutor

**8.45-9.00:** Assembly in the hall with KS3 team

**9.00-10.20:** Time with Form tutor

**10.20-11.00:** Break.

**11.00-12.30:** Period 2(a+b). This will be lessons as per his timetable

**12.30 – 13.00:** Lunch.

**13.00 – 13.00:** Football trials (or softball, chess, boardgames, logic puzzles or reading)

**14.00- 14.30:** Tutor Time. An opportunity to discuss the day so far.

**14.30- 15.30:** Period 3: Afternoon lesson.

**15.30:** Depart school – *please ensure your son knows how to get home*

## Timetable and PE kit

Your son will receive his timetable during Tutor Time on his first day. We recommend he keeps one copy at home and another in his school blazer for easy reference.

At lunchtime on the first day, **boys who wish to take part in the football trials or play softball should bring their PE kit with them to change into.** Please refer to the attached letter for the specific kit required for the football trials. Boys not participating in these activities will spend lunchtime conducting other planned activities.

The structure of the day (after the first day) is as follows:

Period 1(a and b): 8.30-10.30

Break: 10.30-11.00

Period 2(a and b): 11.00-13.00

Lunch: 13.00-14.00

Form Time: 14.00-14.30

Period 3: 14.30- 15.30

## Organisation

Students are advised to pack their bags the night before and will only need equipment for the lessons they have. They do not need to pack everything! Personal equipment should not be shared between pupils so please ensure your son has everything he needs such as: pens, pencils, glue, scissors, rubber, ruler, colouring pencils, compass and protractor. You may also like to make use of SIMS Engagement, which is our online homework system which also displays the student's timetable. More details to follow in September.

## Travel

We know that many of you will have practised the journey into school with your son already. Please make sure your son knows how to get home, and which bus stop to go to where necessary!

## PE and Kit Organisation

Please place your son's name on **all** aspects of his kit (including inside his bag). This is best done with fabric pens, sharpie pens or sewn/ stick on labels. PE kit is expensive and if we can easily identify and return misplaced kit it will save money and prevent anxiety! We ask that your son brings in **all parts** of his PE kit initially as the PE department will explain to them what kit is needed and when. This includes towel, socks and trainers/boots.

**Cashless Card System**

We use a cashless card system at Southend High School for Boys and your son will receive his card during his first tutor session. You should have already had the ParentPay details e-mailed to you. If your son wants to purchase food at break or lunch please ensure that their card is sufficiently 'topped up'. Cards will be ready for their first day of school. Please note that if you want to send your son in with a packed lunch or snacks, please avoid food with nuts or their derivatives.

**Misplaced Items**

Occasionally your son will forget something. This may be PE Kit or Food Technology ingredients. If you decide to bring the items to the school, please leave them with the main office, where they will be placed to one side ready for your son to collect at his next available opportunity. The office staff are unable to deliver in person the specific item and it is the responsibility of your son to ensure he comes to the main office to collect anything.

**School lockers**

Your son may request a school locker, and Miss Payagala will be writing to you with further information regarding the logistics of having a locker. They will get their locker key within the first full week of starting school.

**School Calendar**

The school calendar is a very important document and is already available on the School Website. We encourage you to look at this to help organise your school year.

**Music Lessons**

Please also note that for music lessons your son will always need to bring a set of earphones/headphones with him. Please note wireless will not work and they will need to be an older wired style.

**Memory Sticks**

Your son will not need to bring a memory stick into school as it does not meet our ICT policy safety. We encourage all files to be saved to the cloud (Microsoft OneDrive) which we will help him set up in September.