

WELCOME TO **VICTORIA HOUSE**

NEW STUDENT
HANDBOOK
2025





WELCOME TO VICTORIA HOUSE:

“Be Victorious in all that you do”

Victoria House is one of five girls' Houses at Gordon's School and is the newest of the Day Houses, opened in September 2016.

The House comprises a spacious changing room, four common rooms fitted with TVs, ten ample-sized study rooms for our Sixth Former Students to study during the day, as well as a kitchen. Our House colour is fuchsia and this is highlighted in our sports kit, House badges and water bottles.

Victoria House has grown substantially in numbers since our opening and we now have approximately 100 students, in Years 7 to 13 inclusive. The students are supervised by a team of staff led by Mrs Jones. We work in partnership with parents and guardians and ensure that the student's wellbeing and best interests are at the centre of all that we do. Parents can easily contact the House throughout the working day to discuss any worries or concerns they might have.

The ethos of Victoria House is one of respect and kindness. This is evident in the way the girls have stepped up to support one another in Inter-House events as well as the ceremonial part of the school. Every Victoria girl has a purpose within the House and their individual talents are celebrated.

There is a strong sense of loyalty and identity within the House and this is evidenced by the desire to represent the House in Inter-House competitions. These occur throughout the school year and include; debating, baking, art, drama, music as well as sport's events and the annual Longmoor Drill competition which the whole House participates in. We also have House parties, movie nights and House Trips which students' report are some of the highlights of their year.

We very much look forward to welcoming all our new students in September. During those early and often daunting days, as new students make the transition to a bigger school and a completely different change of routine, the House team will be on hand to help, guide and support them in any way that they can as well as be on hand for any questions from parents and guardians that may arise.

BREAK AND TUCK:

Students have a morning break after Period 2 at 10:30am to 11.00am. The House has a tuck shop which runs two break times a week, on Tuesdays and Thursdays.

BUDDIES:

All new students in Years 7 to 11 will be allocated one “buddy”. If the new student is in Year 7, their buddy will be in the year above. They are on-hand during the early weeks to answer any questions and also to help guide them around the school site until they are familiar with where they are going.

BULLETIN:

Victoria House News which contains lots of relevant information is sent to parents, staff and students weekly.

FACILITIES:

We are very fortunate to have four common rooms, all of which have a TV with Netflix and Disney+. The Junior common room also has a Nintendo Switch, a football table, a basketball hoop and a variety of board games. Other activities are intermittently purchased and the students can request items they would like. We also have a small enclosed garden which we share with China House.

FAMILIES:

Our in House families structure encourages integration between our younger year groups and establishes a strong reward system within the House. Families allow an informal system that rewards and reinforces the behavioural expectations of the school.

HOUSE MEETINGS:

House meetings are held weekly for each year groups. Attendance is compulsory as this is where many notices are given out for the week ahead. House meetings are also used to gain views of the students.

HOUSE SOCIAL MEDIA PAGES:

Victoria House has a Facebook Page, Victoria House, Gordon’s School, and an Instagram account, victoria_house_gordons, which are regularly updated with photos and snippets of recent House events.

ILLNESS:

Students who feel ill during the day must report to the School Office, who will arrange a visit to the school’s Medical Centre.





INTER-HOUSE COMPETITIONS:

There are several Inter-House competitions throughout the year, where Houses compete against each other in various activities and disciplines. Competitions cover the arts, sports and academic and all Victoria Students are expected to contribute to at least one competition each year.

KITCHEN:

There is a House kitchen on the top floor. This can be used by our Sixth Form students for toast, cereals and hot drinks. The kitchen must be kept clean.

LOCKERS AND CAGES:

Every student will be allocated a cage for their PE kit and a locker for their books. It is their responsibility to keep these organised and tidy. A padlock is strongly recommended and must have a spare key which is kept in the House Office.

MEDICATION:

Controlled and prescription medicines can only be given by the medical staff in the Medical Centre and should be handed in directly to them. Students with asthma or allergies must be in possession of their inhaler or epipen at all times. Another epipen will be kept in the staff room for emergencies. Over-the-counter medicine, such as paracetamol and ibuprofen, will be given to students by the Medical Centre and should not be brought into school.

MOBILE PHONES:

All students may bring a mobile phone to school, however students in Years 7 to 11 must hand it in to a member of the House staff upon arrival. Each student has an allocated “pocket” which securely hangs on the office door. Phones are returned to students upon their departure for their journey home. Students can still contact home via the office if needed. The House cannot be held responsible for any phones or electronic devices that are lost or damaged in school.

NOTICEBOARDS:

The House noticeboards are updated regularly. Students should check the noticeboards daily to keep current with House and school events.

PREFECTS:

The House appoints a number of Prefects each year to fill positions of responsibility. All students are strongly encouraged to develop their leadership and put themselves forward for Prefect roles during their senior years.

PROBLEMS OR WORRIES:

There are a variety of staff available to seek advice or guidance from throughout the school. First and foremost, students should speak to a member of their House staff if they are concerned or worried about a problem they are facing, or if they have worries or concerns about a friend. There are also many helpline numbers displayed around the House and school site should a student wish to speak anonymously.

REWARDS:

Rewards are issued in House by members of the House team and include, Good Comments, Points for participation at Inter-House or treats for exceptional progress or commitment. Wider school rewards may be awarded by members of the wider school leadership team, including postcards home, letters of congratulations from the Head Teacher, honours awards and colours to be worn on school blazers.

SNACKS:

After lessons have finished students are provided with a snack in House. This varies from day to day between fruit, crisps and biscuit based snacks.



STUDENT QUOTES:

"Victoria House is a very friendly environment. We have a lot of fun and look out for one another."

"The staff are friendly and always nice to just have a chat with or go to with problems. They always want what is best for us."

"My Head of House supports the whole House really well and always helps when there are problems."

"There's no need to be worried about anything because everyone will be looking out for you in Victoria House"

PARENTAL QUOTES:

"My daughter has had some challenging times this year and the support, encouragement and availability of the House staff has helped her through. I can't praise them enough."

"I have complete peace of mind knowing my child is safe, encouraged, nurtured and supported within the House. Very impressed and grateful."

"We have two daughters in Victoria House. They are both very different and we feel that the House gives them each the support and care they need. Very, very happy and grateful"

"When I have needed to make contact with the House, I have always received a very prompt response. I also really enjoy the weekly newsletter and the Instagram posts which enable parents to celebrate the achievements of the whole House and see what goes on day to day."

STAFF CONTACT DETAILS:

Head of House: majones@gordons.school

House email: victoria@gordons.school

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