



**BELVOIR**  
A PRIORY ACADEMY

# **Year 7**

# **Induction Booklet**

# **For Parents and Carers**

# **2023**

**The Priory Belvoir Academy**  
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Dear Parents and Carers,

As we move into the Summer term, at Priory Belvoir Academy, we are starting to make all the preparations for the arrival of your son/daughter as a prospective pupil. We are all very aware that this can be both a worrying and exciting time for the parents and pupils involved.

To help you and your child prepare for their transition to secondary school, this booklet is designed to provide you with all the information we feel you will need to prepare yourselves for this transition, including:

- 1) Induction Day
- 2) Induction Evening
- 3) Academy Prospectus
- 4) Student Information and Data
- 5) Changes to the school day from Tuesday 29<sup>th</sup> August 2023
- 6) Purchases for the start of the year
- 7) Academy Uniform
- 8) Lockers and bags
- 9) Reading at Belvoir
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- 19) Equality and Diversity
- 20) Safe use of the Internet
- 21) Ethos & Attitudes
- 22) Priory contract
- 23) Frequently Asked Questions

We are looking forward to getting to know your son/daughter and introducing them to life at Priory Belvoir. I hope that the information provided help clarifies many of your queries. If you have any questions please do not hesitate to contact me. My email is: [asteer@prioryacademies.co.uk](mailto:asteer@prioryacademies.co.uk)

Kind regards,

*Miss Steer*

Head of Year 7

## 1. Induction Day

The Induction Day is **Thursday 29<sup>th</sup> June (8:40am to 3:05pm)**. The day provides an opportunity for your child to meet the pupils they will be sharing their education with over the next 5 years, to get to know the school layout and to experience some lessons to understand what learning at Belvoir is all about. All pupils will have received a booklet which outlines what will happen on the Induction Day with the key points being:

- Pupils should wear the school uniform of their current Primary school.
- **Pupils should bring either a packed lunch or money to purchase a school dinner and a water bottle. A special set menu for the Induction Day will cost £2.50 for a main meal and pudding. At break there will be a selection of snacks available at a cost of 50p each. Vegetarian option available.**
- It would be helpful if pupils bring with them a small pencil case with a pen, pencil and some coloured pencils.

It is with regret that places are **unable to be allocated to your child on school transport for the induction days**. This is due to there being not enough spaced freed up by our outgoing Year 11 cohort to accommodate all the new intake. Please be assured that if your child is eligible for school transport for the new academic year, you will be contacted directly by the local authority and places will be allocated by them and passes issued by them during the summer holidays. The academy has no jurisdiction with regard to school transport. Therefore, if you have any queries regarding eligibility, please contact the local authority direct, see section (18) for details.

On the Induction Day pupils will be placed in their form groups. They will be looked after by their tutor who will be their main support and contact during their first year at Priory Belvoir. A great deal of time and care is taken to ensure that tutor groups represent a balanced profile of pupils. Pupils may not be placed with their 'friends' from Primary school but there are a number of pupils in the 2023 cohort that are coming on their own from schools and the main purpose of the Induction Day is that pupils will have made a whole class of new friends by the end of the day. During Year 7 children will be taught in a variety of groupings. **(If you have any safeguarding concerns about your child and their groups, please contact me at the school before Friday 16<sup>th</sup> June 2023).**

## 2. Induction Evening

Parents and pupils are invited to the Induction Evening on **Thursday 29<sup>th</sup> June (3:30pm to 4:30pm)**. For those who are attending, your year 6 child will be with their tutor from the end of the school day until 3:30pm. **PLEASE arrive after 3:30pm** to allow for all the school traffic to have left and to enable you to find a parking space. You will then meet your child in the main hall. Mr Newton will also give a short talk to parents and year 6 at 3:45pm in the main hall. This is also an opportunity to meet your child's tutor and for your child to show you around their new school.

### 3. Academy Prospectus

A copy of the academy prospectus [www.belvoiracademy.co.uk](http://www.belvoiracademy.co.uk) (follow the link to the prospectus which is under the 'School Information' tab). On the academy's website you will also find useful information about academy term dates and the academy policies that your child will be expected to adhere to once they start at Priory Belvoir.

### 4. Student Information and Data

To ensure a smooth transfer, primary schools pass student information and data onto Priory Belvoir. To make sure nothing is missed, all primary schools have been sent a detailed Student Transition form for the students' teacher to complete. In addition, school visits are also arranged by Miss Steer (Head of Year 7) to meet with the students and to speak to their classroom teacher.

However, if you have any further information please speak to Miss Steer concerning general and medical specifics. Alternatively you may need to speak to Mr Colton concerning Special Educational Needs.

### 5. Changes to the school day starting Tuesday 29<sup>th</sup> August

Next year we have made the decision to start the school day 5 minutes earlier at 8.40am and have used this opportunity to extend the tutorial session to 25 minutes to more easily facilitate assemblies and tutorial and PSHE based learning activities. The rest of the school day will move forward by 5 minutes and therefore the end of the day will finish five minutes later at 3.10pm.

8.40am – 9.05am	Registration and Tutorial time
9.05am – 10.05am	Period 1
10.05am – 11.05am	Period 2
11.05am – 11.25am	<b>Break</b>
11.25am - 12.25pm	Period 3
12.25pm – 1.10pm	<b>Lunch</b>
1.10pm – 2.10pm	Period 4
2.10pm – 3.10pm	Period 5
3.10pm	End of the school day

### 6. Purchases for the Start of the Term

We understand that starting at Secondary school can involve a lot of purchases and that parents and carers may want to budget for this over the summer. Below is a list of the main items that your child will need:

- Academy uniform, including PE kit (see section (7))
- Equipment - each pupil is expected to have a pencil case which includes all the basic stationery; pens, pencils, erasers, ruler, coloured pencils and although not essential at the beginning of Key Stage 3 students may wish to purchase a scientific calculator (Casio fx-83GTX or fx-85GTX is recommended). Having a reading book is also part of the equipment list.
- A padlock for their locker



### School Uniform – Compulsory Items

Blazer	Navy blue with Academy badge*
Skirt	Belvoir Academy kilt/skirt (those reaching 10cm above the knee will be deemed too short).
Trousers	Plain black (straight, classic style – no stretch fabrics, turn ups or flairs). No denim. Trousers should not be cropped.
Tie	Priory Belvoir tie (worn so that there is no gap between the top of the trousers/skirt and the bottom of the tie).
Shirt	Plain white with a stiff collar to button up to the neck (no polo shirts).
Socks	Plain black (no trainer or 'invisible' socks).
Shoes	Black with flat or low heels (less than 5 cm from where the heel joins the shoe). No platform or ballet style shoes. Shoes must be of a solid construction, polish able and suitable for a busy academy environment. Boots and trainers are not permitted.
Academy bag	Should be suitable for a school environment.

### School Uniform – Optional Items

Jumper	V-necked jumper. Plain dark grey.
Coat	Must be an outdoor coat. Hooded tops are not permitted.
Tights	Black tights or flesh coloured tights.
Earrings	Earrings must be studs (only one stud per ear). In some practical subjects, e.g. PE, earrings will need to be removed. Plasters may not be worn to cover earrings.
Jewellery	Students may wear a watch. No jewellery is to be worn in the eyebrows, nose, tongue or any other body piercing. If smart watches are worn during the Academy day, they should be disconnected from mobile phones. Smart watches are not permitted to be worn in examinations.
Hair	Accessories (eg, hair bands, bobbles) must be navy blue or the colour of the hair, plain in style.
Hair styles	Hair should be smart and safe for a working environment. Any long hair may be required to be tied back at a member of staff's discretion. Extreme hairstyles (as decided by the Academy) are not permitted: e.g. no tram lines/edges/steps. Hair colour must be natural and one shade throughout.
Muslim Hijab	If worn, it must be navy blue.
Make-up	Key Stage 3 students (Year 7-9) are not allowed to wear make-up except in exceptional circumstances where light foundation will be permitted to disguise skin complaints. Key Stage 4 students are allowed to wear discrete make-up. <b>The Academy will be the arbiter of the term 'extreme'.</b>
Nails	Acrylic (false) nails and nail polish are not permitted.

#### PE Kit - Indoor

#### PE Kit - Outdoor

Academy polo shirt*	Plain black tracksuit bottoms
Academy shorts or plain black shorts (not navy)	Academy reversible sports shirt
Academy skort	Academy waterproof jacket
White ankle socks	Outdoor trainers
Clean indoor trainers	For rugby and football, boots needs to be worn along with Academy royal blue OR Academy hoop sports socks

## 7. Academy Uniform

We are proud to be an academy that believes in the value of academy uniform, which serves to give students a sense of identity and belonging to our community. Students in Year 7-11 are required to wear academy uniform at all times and Tutors will make a daily inspection. Therefore, parents and carers are asked for their full co-operation in ensuring that their child is properly equipped. A full copy of the academy uniform policy can be found on the academy website.

[www.belvoiracademy.co.uk](http://www.belvoiracademy.co.uk)

School uniform can be bought directly from the **Uniform Direct** shop or ordered online. They are more than happy to take phone calls to assist with sizing advice if required and of course they supply prepaid labels if items do not fit. If you wish to make contact with them directly you can initially by email through [customerservices@uniform-direct.com](mailto:customerservices@uniform-direct.com).

## 8. Lockers and Bags

All Year 7 students will be allocated a locker which they should use to store their PE kit, school coat, packed lunch and any valuables during the school day. Students are recommended to use a plain black messenger style bag.

At the start of the day students must deposit their PE bags and any items not required for their first two lessons in their locker and only take with them the equipment they require for their first two classes. At break time and lunchtime, students then return to their locker to change over their equipment for the next two lessons, returning finally at the end of the day to collect their belongings to go home. This means that students have less weight to carry around with them but also there is more space to move around corridors without bulky/additional bags.

To secure their lockers, students are expected to provide a suitable padlock (they can no longer be purchased from school). Examples will be on display on the Induction Evening.

## 9. Reading at Belvoir

Reading is an integral part of Priory Belvoir Academy. In order to promote a reading for pleasure culture, our school has a fully stocked (8,000+ books) library with a full-time librarian. The library is open to all students during break and lunchtime, in addition to this, all Year 7 and 8 students have a dedicated library lesson once a week. These library lessons provide students the opportunity to borrow and return books, read 1:1 with their English teacher, contribute with informal book talk, and read a novel as a class.

In order to further promote a love for reading, students will be given a 'Reading Journal' where they can track their reading, by completing various activities and tasks about the books they have read. English teachers, form tutors and the librarian will be able to check these journals regularly, and rewards will be handed out every term, for the tasks completed.

We recommend that all students read for at least 20 minutes every day, outside of school. We have recommended reading lists for every year group; these can be found in the school library and on the school's website.



## 10. Peacock Pride Award

Our rich programme of study is supported across the school by our Peacock Pride Awards. This is our recognition and values system that acknowledges and rewards effort within the Academy and outside of it, including all manner of extra-curricular activities. By engaging in a variety of challenges and venturing into pastures new, students can work towards Bronze, Silver and Gold badges in the five different areas below:

**Physical Award** - health and well being

**Responsibility Award** – leadership and support

**Inspiration Award** – creativity

**Drive Award** - being the best you can be all the time

**Engagement Award** - being generous with your time and skills in and out of school

## 11. The House System

Our House system runs in conjunction with Peacock Pride Awards. There are five Houses, one for each of the five awards. Each House is named after an iconic or inspirational person for that award.

**P = BOLT** The greatest sprinter of all time.

**R = MALALA** The youngest Nobel Peace Prize laureate striving for a world where all girls can learn and lead.

**I = MERCURY** An extraordinary singer/song writer/producer

**D = ROWLING** Author of the best-selling series of books *ever* with an OBE for services to children's literature.

**E = ATTENBOROUGH** For inspiring us to preserve the natural world.

Each tutor group represents a House. All students will get the opportunity to take part in House events related to all five Peacock Pride Awards.

## 12. Pupil Premium

If you are in receipt of Free School Meals, or have been recently we might be able to help in certain situations. For example, help on school trips, private music lessons or certain items of equipment. Please contact Miss Steer for informations.

## 13. Friends of Belvoir

The Friends of Belvoir is an association of parents, carers and supporters of the school who work in various ways with the school. They are involved in fund raising, helping staff events and trips, providing skills and knowledge in specialist areas. The group relies upon the support of parents, carers and members of the community to help achieve its goals. If you would like to become a member of the committee or offer help then please email to express your interest.

[friendsofbelvoir@prioryacademies.co.uk](mailto:friendsofbelvoir@prioryacademies.co.uk)

#### 14. Instrumental Lessons – a letter from Gina Form, Teacher of Music

The following information is for parents of students who wish to have instrumental lessons at Belvoir.

It has been proven that learning to play an instrument can improve memory, better mathematical ability and enhance reading and comprehension skills, as well as relieving stress and promoting happiness. Not only that, but colleges, universities and employers are all looking for people that stand out and are not just after high levels at GCSEs – playing an instrument shows self-discipline and creativity!

Currently, we provide the following instrumental lessons;

Private instrumental teachers – £14 per 20 minute lesson (1 per week)	
Drums	Martin Collins
Guitar	Mr Jody Page
Piano*	Ms Alison Donnelly
Singing*	Ms Alison Donnelly
<i>*please note, Alison Donnelly also offers 30minute lessons at £20 per week</i>	
To apply for the instruments above, please visit copy and paste the link below into your browser: <a href="https://forms.office.com/r/wW8ee0uy3p">https://forms.office.com/r/wW8ee0uy3p</a>	

Lincolnshire Music Services currently provide the following lessons - £12.50 per 20 minute lesson (1 per week)
Strings (violin and cello)
Saxophone
Flute
Harp
To apply for the instruments above – or any that do not feature on either list, please visit the LMS website: <a href="https://www.lincsmusicservice.org/">https://www.lincsmusicservice.org/</a>

All lessons take place at the academy during lesson time – students on are a rota system so they do not miss the same lessons every week. Please note, where there are fewer students learning an instrument, the rotations will be shorter.

It is important to note that your child must have an instrument to practice on at home – learning an instrument only works **if there is regular practice outside of the lesson**. Some instruments are available to hire for a small termly cost from Lincolnshire Music service, which we can arrange where required, so please do not let not owning an instrument stop you. Please feel free to email if you have any queries – [gform@prioryacademies.co.uk](mailto:gform@prioryacademies.co.uk)

An electronic version of this letter is available via our school website [www.belvoirhigh.leics.sch.uk](http://www.belvoirhigh.leics.sch.uk) in the 'Curriculum' drop down list, under 'Extra-Curricular'. This will enable you to click on the hyperlinks given above. If you do not have access to the internet, please complete the information on the reverse of this page and return it via your child to the Music Teacher, Miss Form.

Music has brought me much happiness over the years – I would love for your children to be able to experience the same!

## 15. Monitoring of Progress

There are four monitoring points in year 7.

<b>October</b>	Transition Parents' Evening	This is an opportunity to speak to your child's form tutor, Head of Year Miss Steer, and SENco Mr Colton to find out how they have settled into Priory Belvoir.
<b>End of Autumn Term</b>	Report	Each subject teacher will assess your child's academic progress and report on their behaviour and attitude to learning. You will also receive an update on the holistic elements of school life, such as reward points and awards, negative behaviour marks, attendance and reading age.
<b>Spring Term</b>	Report and a Parents' Evening	Again, each subject teacher will re-assess your child's progress against the same criteria as the autumn term and an update on the holistic elements will also be reported. Any issues can be discussed at parents evening which will be around the same time.
<b>Summer Term</b>	Report	Again, your child's academic and holistic progress will be reported similarly to the Spring and Autumn terms, but this time teachers will also identify specific areas of strength and areas to improve. Your child will also be given one specific piece of advice for each subject so they can continue to make progress. Their form tutor will also write a report in prose outlining your child's development and engagement since arriving in secondary school.

In addition to the monitoring points above, you can contact subject staff or form tutors directly either by phone or email at any point during the year. Or if you would prefer you could contact Miss Steer by email: [asteer@prioryacademies.co.uk](mailto:asteer@prioryacademies.co.uk)

## 16. Parent App and Sharepoint

[www.belvoiracademy.co.uk](http://www.belvoiracademy.co.uk)

Once your child starts in September they will be given an induction to explain how to use the Sharepoint along with an individual username and password for accessing computers at school as well as working on the Sharepoint from home. We will also write to you in September to invite you to sign up for the Parent App where you can view attendance and achievement data, and the homework which has been set for your child. The system also allows you to see what contact information we hold on file for you so you can ensure this is always up to date.

## 17. Email and Text Communication

The school now communicates with parents and carers electronically either by email or text message. A weekly update is sent by the Headteacher to keep parents and carers informed of activities and dates for the diary. Please remember to inform us of any change in mobile phone number or email address to ensure you can continue to receive communications we send in this way. Parents and carers who do not have access to either a mobile phone or email will still be able to elect to receive relevant communications in the form of letters home, sent via their child.

## 18. School transport

Your local Authority will be in touch if your child is entitled to transport. Expect bus passes to be sent to you during the holidays. School Transport request that pupils' bus passes are kept safe. They are required to show their passes both morning and evening. Students must only travel on the bus allocated to them and is stated on the bus pass. The 2022-2023 routes are list below, these vary from year to year.

### Leicestershire Buses

For information please contact Leicestershire County Council on 0116 3057247.

	<b>Company (varies yearly)</b>	<b>Route (varies yearly)</b>
S28	G & G Travel	Sproxtton, Saltby, Stonesby, Waltham on the Wolds, Goadby Marwood, Eastwell, Eaton, Branston
S29	G & G Travel	Hose, Croxton Kerrial, Knipton, Belvoir, Muston
S30	G & G Travel	Long Clawson, Harby, Stathern
S31	Sharpes	Stathern, Plungar, Barkestone Le Vale, Redmile

### Lincolnshire Buses

For information please contact Lincolnshire County Council on 01522 782020

	<b>Company (varies yearly)</b>	<b>Route (varies yearly)</b>
5598	AC Williams	Claypole, Dry Doddington, Westborough, Long Bennington, Foston
6981	AC Williams	Allington, Sedgebrook, Woolsthorpe

### Nottinghamshire Bus

This service is a fee paying bus (20 places). For information please contact Nottinghamshire County Council on 03005008080 or the bus company Vectare on 0115 7773187.

	<b>Company</b>	<b>Route</b>
973	Vectare	Orston, Aslockton, Scarrington, Granby, Elton

### Out Of Catchment

Please see the transport tab on the academy website with information on Public transport options including train and bus details. As these are public routes, please check the timetables carefully. Currently there is a train and bus route/service from Grantham to Bottesford and a train route from Bingham.

## 19. Equality and Diversity

At The Priory Belvoir Academy we are committed to providing equality of opportunity for all pupils and staff, and to providing a working environment which is free from discrimination, prejudice and harassment. We encourage respect and consideration for others and recognise and value the school as a safe place for learning. We recognise that inequalities exist in all levels of society and believe that, as educators, we have a crucial role to play in eliminating racism, sexism, homophobia, transphobia, and all forms of discrimination. We promote and celebrate diversity and equality through various topics that are taught and discussed openly across the curriculum. We also include National Awareness Days within our 'Personal Development' curriculum and assemblies, such as the recent 'Stephen Lawrence Day', 'Black History month', 'LGBTQ+' to name but a few.

## 20. Safe Use of the Internet

Social networking is hugely popular. Many young people are sophisticated in the way they use social media apps and websites, tailoring their communication for different audiences, and accessing them from a range of devices including smartphones, tablets, and games consoles. But social media, like all forms of public communication, comes with some risks. Not all of these risks turn into actual problems; and if children never face any risks, they never learn how to deal with them. By helping your child understand what the risks are, you can play a big part in preventing them from turning into problems.

### What Parents / Guardians Can Do

It is important to establish an environment where you can talk to your child openly about the benefits and the risks attached to using electronic devices and the Internet. Indeed sharing the benefits with them will allow you to model good practice in terms of keeping safe. It is recommended that you put in place relevant parental controls and that you monitor what your child is accessing, ensuring it is age appropriate, when they are accessing and for how long. If conflicts arise involving other children from school, particularly if it affects them during the school day, keep us informed so that we can help educate pupils accordingly. We have also devised a list of useful websites that are available via the school website link below, many of these websites provide helpful tips and suggestions of how to keep your child safe online. Please refer to the E-safety section on the Academy website.

### Mobile Phones

**Use of mobile phones and other electronic devices are prohibited in order to safeguard the wellbeing of all are young people and staff; pupils can still bring a phone or other electronic device must be turned off** (this includes headphones), otherwise they will be confiscated. On the first instance, we will return the item at the end of the school day and notify parents this has happened. For any future confiscations, we will ask parents to come and collect the item.

### What the School Will Do

We need to ensure that all pupils feel safe, secure and happy in school; in such an environment, young people are better able to focus on their learning. We deliver the knowledge and skills of how to keep themselves safe online, primarily through the PSHCE curriculum but also through other subjects and specialist assemblies where guest speakers such as the police or NSPCC representative will deliver presentations. We will also communicate regularly to pass on information or to discuss particular individual concerns.

## 21. Ethos & Attitudes

**We aim high and expect high standards of behaviour and academic effort and achievement from all of our pupils and this is embodied in our school motto:**

### **‘Opportunity & Achievement for All’**

We will enable our pupils to develop the habits of self-discipline. Pupils will appreciate that success needs hard work, however we also ensure that pupils who are struggling to keep up receive the help and support they need to catch up from our teachers.

Our school encourages parental and family involvement. We want parents and carers to play an active part in their child’s education at The Priory Belvoir Academy and to support our staff as they carry out their responsibilities. We encourage our pupils to take responsibility for themselves and their decisions.

Parents/Carers and pupils sign a contract (Home School Agreement) at the beginning of the year and parents are encouraged to come into school and discuss their child’s progress.

Families must also have high expectations of the school. The Priory Belvoir School staff welcome dialogue and discussion. We are keen to create an environment where we are all working for the progress of all of our children. The goal is always that excellent behaviour and excellent learning should be second nature, not something that has to work at constantly; it should simply be the way that we are. This is a state of mind that we want all our pupils to attain and sustain, not just at school, but for the rest of their lives.

Parents/Carers can access the SIMS ‘app’ which allows achievements, behaviours, attendance and homework to be tracked online.

## 22. Priory Contract

The Priory Belvoir Academy is a community of learners. Every member of this community has a responsibility to each other, which we have outlined in the contract below:

### **As a student I pledge to .....**

1. Have the highest possible expectations for what I can achieve at The Priory and beyond
2. Behave well in class, in school, to and from school and whilst on school activities
3. Wear my uniform smartly and in accordance with the uniform code
4. Come to school every day
5. Focus on learning - *make every lesson count*
6. Complete my homework thoroughly and on time - work independently
7. Set myself challenging targets and devise appropriate plans to achieve them
8. Commit to extra-curricular activities
9. Participate positively in Academy activities
10. Take responsibility for the environment and the wider community
11. Inform a member of staff if I am concerned about anything or anyone

### **As a member of staff, where relevant, I pledge to .....**

1. Ensure that students achieve their full potential
2. Be proactive in ensuring excellent student behaviour
3. Ensure that students wear their uniform appropriately at all times
4. Encourage the highest levels of attendance
5. Ensure that lessons are highly effective and result in learning - *make every lesson count*
6. Set and mark homework in accordance with Academy policy
7. Assess progress, and ensure that students are both aware of and achieving their targets
8. Support and contribute to the school's extra-curricular and residential programme
9. Support and run events in the Academy
10. Develop community links for the promotion of positive educational activities
11. Be aware of student concerns and communicate them effectively and appropriately

### **As a parent I pledge to .....**

1. Encourage my child to make the best possible use of the opportunities provided
2. Support the school in ensuring that my child appreciates the school's views on the importance of good behaviour
3. Support the school in enforcing the uniform code
4. Encourage my child to achieve the highest levels of attendance and communicate with the Academy on attendance issues
5. Support and help foster a positive attitude to learning
6. Encourage the completion of homework
7. Work with my child to set targets for progress
8. Encourage my child to take part in at least one extra-curricular activity
9. Encourage my child to take part in Academy activities
10. Encourage my child to contribute to the community through voluntary or charity work
11. Communicate any concerns I have to the appropriate member of staff

## 23. Frequently Asked Questions

### **Who is the Head of Year?**

Miss Steer

### **How do you decide on Tutor groups?**

The Head of Year works closely with the primary school in forming the tutor groups. If there are more than three students from their primary school, they will be put with another pupil from your school and the group will be split between the five tutor groups. All students are really eager to make new friends so making new friends will happen quickly. Many children who come from primary school move up on their own and we find that all children make new friends and also are able to stay close to their primary school friends even if they are not in their tutor group.

### **What time do I need to be here on your first day?**

At 8.35am. When your child arrives there will be staff outside to help direct your child to the Main Hall.

### **How do I pay for school dinners?**

Full information on our Cashless Catering system will be issued to you before the start of the Autumn Term.

### **Where do I socialise?**

For the first term Year 7's have exclusive use of the Debdale courtyard area, they are allowed in the other areas of the school grounds which includes the field (when dry), library and the VLE.

### **How do I find out about clubs?**

There are lots of different clubs and activities at lunchtime including PE/Games/Music/History Club/Science Club etc – a timetable will come out in the first week of term. The timetable is renewed every term.

### **When are the holidays?**

Please check the academy website [www.belvoiracademy.co.uk](http://www.belvoiracademy.co.uk)

### **How much homework will I get?**

A homework timetable will be issued in the first week of term – your child will be expected to complete about one hour of homework each evening. The biggest change for primary pupils is organisation. The type of homework's set are very similar to primary school. Students will find that subjects will have different lengths of time to complete and due days. A homework reminder will be uploaded by the subject teacher onto the Student and Parent App.

### **What bag should I bring?**

Students should have a plain 'messenger' style bag or a rucksack.

### **What type of shoes can my child wear?**

Students need to wear black leather shoes with flat or low heels (less than 5 cm from where the heel joins the shoe). No platform or ballet style shoes. Shoes must be of a solid construction, polishable and suitable for a busy academy environment. Boots and trainers are not permitted. Please check the website before buying your shoes, there are examples of suitable types of shoes.



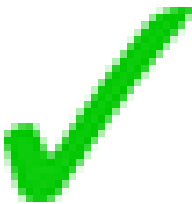



### **What basic equipment will I need?**

All students are expected to bring with them each day the following basic equipment:-

- Blue or Black Pen
- Pencil
- Pencil Sharpener
- Ruler
- Eraser
- Set of coloured crayons
- Scientific Calculator (Casio fx-83GTX or fx-85GTX is recommended).
- A reading book

Protractors and a compasses are recommended for Mathematics.

### **What sort of padlock do you recommend?**

 	 
Robust combination padlock with decent shackle.	Do not buy key version, keys GET LOST! The shackle on this one is too small.

### **Is my child allowed to bring a mobile phone?**

If a student has a mobile phone it is expected that they remain in their bag. If students are involved in clubs after school a mobile phone is really useful for students to arrange lifts. If this is not the case, we recommend that students leave their phone at home, if they need to contact you during the day they can ring from the academy office. If students bring devices in to school it is their responsibility to look after them.

### **My child is having their ears pierced in the holidays – is that ok?**

Academy Policy permits pupils to wear up to two, not ostentatious or flamboyant, ear studs worn in the ears, i.e. one in each ear or both in a single ear. No other jewellery (except wristwatch) or piercings are acceptable. No jewellery is allowed to be worn during PE lessons so any ear piercings must have healed before September. No make-up or nail varnish is allowed to be worn during the academy day. Similarly, hair should be smart and safe for a working environment. Extreme hairstyles (as decided by the Academy) are not permitted: e.g. no tram lines/edges/steps. Hair colour must be natural and one shade throughout.

### **As a parent or carer, how can I get involved?**

If you would like to offer help and become a member of the committee then please email:

[friendsofbelvoir@prioryacademies.co.uk](mailto:friendsofbelvoir@prioryacademies.co.uk)

### **Does my child need every item on the PE kit list?**

Students will have PE lessons inside and outside. There will be times when the weather is wet and cold so the following will be needed:

- Short sleeved top
- Long sleeved top
- Outdoor trainers/football boots are best for grip on wet ground
- Indoor trainers
- Plain black shorts (boys)
- Academy Skort (girls)
- Plain black tracksuit bottoms
- Football socks
- White indoor socks
- Shin pads and gum shield (optional for rugby and hockey)

The short and long sleeve tops, skort and the socks need to be bought from Uniform Direct. The other items are generic, therefore they can be bought elsewhere.

### **What happens if my child is absent?**

We place great emphasis on excellent attendance. This allows pupils to make continued progress and prevents a build up of pressure. Please let us know in advance of any planned absence. In order to ensure the safety of your child, we ask parents and carers to contact us by 10.00am on the day your child is absent. When your child returns to school, it is expected that the parents and carers should write a note explaining the absence. This could be written in your child's planner. Our expectation for students is that their attendance will be 100%.

### **My child has medical issues – who do I talk to?**

Please make sure that you have filled in the Admission form with as much detail as possible so that we can support your child in school.

**Who do I contact if I have any worries or problems concerning my child?**

School office	School Transport, illness or absence, letters, Medical Forms and free School Meals <a href="mailto:generalenquiries@prioryacademies.co.uk">generalenquiries@prioryacademies.co.uk</a>
Form Tutor	Absence note, homework diary, general progress and concerns
Head of Year Miss Steer	Long term illness/absence, disciplinary matters and parental Concerns <a href="mailto:asteer@prioryacademies.co.uk">asteer@prioryacademies.co.uk</a>
SENCO Mr Colton	Additional educational support <a href="mailto:mcolton@prioryacademies.co.uk">mcolton@prioryacademies.co.uk</a>
Senior Staff	School Policy matters, complaints and permission for leave from school
Designated Safeguarding Lead	Any safeguarding concerns <a href="mailto:jmiller@prioryacademies.co.uk">jmiller@prioryacademies.co.uk</a>

If you have any further questions, please email Miss Steer:

[asteer@prioryacademies.co.uk](mailto:asteer@prioryacademies.co.uk)