



## New Year 7 Parents' Information 2020



# Key Staff



Mr Tony Searle  
Principal



Mrs Hannah Jones  
Vice Principal



Mr Steve Holland  
Assistant Principal



Mr Simon White  
Assistant Principal



Mr Sam Drew  
Assistant Principal



Ms Sian Angell  
Raising Standards Leader



Mr Adrian Esch  
Raising Standards Leader



Mr Mark Armstrong  
Acer College



Mr Ricky Bennett  
Clarus College Leader



Mrs Bonnie Spicer  
Clarus College Leader



Mrs Sharon Cox  
Fortis College



Mrs Chantelle Thompson  
Mando College Leader



Mrs Ellie Street  
SENDCO



Ms Rachel Allchurch  
Student Council Leader



Mrs Linda Staines  
Attendance Leader



Mrs Steph Trott  
Academy Receptionist

# Term Dates 2020-21

## Term 1

Start	<b>Tuesday</b>	<b>1<sup>st</sup> September (INSET Day)</b>
	Wednesday	2 <sup>nd</sup> September (for students)
End	Wednesday	21 <sup>st</sup> October (for students)
	<b>Thursday</b>	<b>22<sup>nd</sup> October (INSET Day)</b>
	<b>Friday</b>	<b>23<sup>rd</sup> October (INSET Day)</b>

## Term 2

Start	Monday	2 <sup>nd</sup> November
End	Thursday	17 <sup>th</sup> December (for students)
	Friday	18 <sup>th</sup> December ( <b>INSET Day</b> )

## Term 3

Start	<b>Monday</b>	<b>4<sup>th</sup> January 2021 (INSET Day)</b>
	Tuesday	5 <sup>th</sup> January (for students)
End	Friday	12 <sup>th</sup> February

## Term 4

Start	Monday	22 <sup>nd</sup> February
	Wednesday	17 <sup>th</sup> March ( <b>INSET Day</b> )
End	Thursday	1 <sup>st</sup> April (for students)

## Term 5

Start	Monday	19 <sup>th</sup> April
End	Friday	28 <sup>th</sup> May

## Term 6

Start	Monday	7 <sup>th</sup> June
	Friday	2 <sup>nd</sup> July ( <b>INSET Day</b> )
End	Wednesday	21 <sup>st</sup> July

# Timings Of The School Day

Start of the day	Session	Time
Students to <b>arrive by 8.35am</b> in order to be in their lesson and ready to learn at 8.40am	1	8.40am - 9.30am
	2	9.30am - 10.20am
	Learning Family	10.20am - 10.45am
	<b>Break</b>	<b>10.45am - 11.05am</b>
	3	11.05am - 11.55am
	4	11.55am - 12.45pm
	<b>Lunch</b>	<b>12.45pm - 1.20pm</b>
	5	1.20pm - 2.10pm
	6	2.10pm - 3.00pm

**Students arriving late to school will have to complete an after-school 30 minute detention on the same day.**

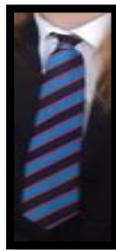
# Uniform and Equipment

At Hans Price, we value our school uniform and ask parents to ensure their child leaves home looking smart and in the correct uniform every day. Students coming to school in incorrect uniform will have a break and lunchtime detention. Parents will be contacted, and any uniform issues will be expected to be rectified within two days.

As a reminder of the correct uniform requirements for the academy, please see the examples shown below. Please do not buy uniform styles that are not shown in this document.

## The Academy uniform consists of:

- HPA plain black blazer with school logo (sleeves should not be rolled up)
- Plain white shirt
- Plain black V-neck jumper/cardigan (optional)
- HPA Tie with house colour stripe. Ties must show a minimum of seven light blue stripes.
- Black socks



Plain black **tailored trousers**. *No lycra, clingy/skinny trousers. No chinos or denim of any sort.*



Plain black, tailored knee-length skirt. *No stretchy tube skirts.*



Plain black tailored shorts may be worn at any time of the year.



Plain black shoes must be leather or leather type - *No trainers (including leather Vans type trainers), canvas or suede shoes*



# Uniform and Equipment

## **Students can also wear:**

A plain black headscarf if worn for religious purposes

A watch and small sleeper or stud earrings (one in each ear) one ring and one small pendant – *which must not be visible*

No other jewellery may be worn

No facial piercings – including but not limited to, tongue piercings, lip, nose or eyebrow.

If make-up is worn it should be discreet.

## **Students *must not* wear:**

Outside coats/jackets in the building

Hats and scarfs in the building (unless for religious purposes)

Hoodies

## **PE Kit (available to purchase from NK Sports)**

### **Necessary items for all students**

Shorts or Skort

HPA branded royal blue polo shirt

HPA branded navy Blue PE Socks

### **For Rugby Students will need:**

Multi Sport Reversible Top

All students will need a long sleeve top for outside sports. Students can choose to wear HPA Branded Training Pant or PE leggings if they wish.

### **Students will also need:**

Shin Pads

Mouth guard (recommended)

Scrum cap–IRB approved (recommended for rugby)

Trainers and rugby or football boots

**Trainers and boots need to be taken to all PE Lessons**

**We expect students to arrive every day properly equipped for lessons.**

### **Students *must* have:**

- **A bag** suitable for storing large exercise books and the following equipment:
- Pencil case, pen, pencil, rubber, ruler, sharpener, scientific calculator, and a reading book. **It is also useful to have:** Coloured pencils/pens.
- PE kit (on required days)



## **Hair Colour**

Our Hans Price uniform is intended to replicate formal office wear and in keeping with this, we expect students to have natural hair colours as would be expected of someone working in a formal workplace environment.

A point of note, whilst our uniform is all designed to be non-gendered, our *fitted* blazers will be labelled “Girls” inside and *standard* blazers will have a “Boys” label. The supplier is unable to change this currently. We would suggest removing the label if this is an issue, but please be aware that the blazers cannot be returned once the label has been removed, so ensure you are happy with the fit before doing so.

# Ready To Learn

***“No student has the right to disrupt the learning of others. Teachers will have disruption free classrooms in which they can teach, and students will have disruption free classrooms in which they can learn.”***

On a lesson by lesson basis, students will have one simple choice, to either be in class working hard and progressing with their learning or to be isolated from their peers for a period of one working day so that the learning of others is not disrupted.

## **Conduct in lessons**

Students are to follow these simple expectations in classrooms at Hans Price:

- Line up quietly outside the classroom prior to the start of the lesson
- Enter the learning space when invited to by the member of staff leading the lesson
- Sit silently whilst the register is taken
- Listen in silence whilst the member of staff leading the lesson speaks
- Raise their hand to ask a question without calling out
- Work exceptionally hard without disrupting any other student learning

If a student fails to meet any of these simple expectations their name will be written on the whiteboard by way of a formal warning and the member of staff leading the lesson will briefly explain to the student why their name has been written on the board.

The second time during a lesson that a student fails to meet these expectations they will be sent to the seclusion room for a period of one working day. Failure or refusal to go the seclusion room will result in a parent/carer meeting and/or a fixed term exclusion with the day in seclusion completed upon their re-admittance to the school.

If a student is sent to seclusion, the member of staff who sent the student to seclusion will meet with the student at some point during the day for a restorative conversation where they will be made aware of what they did wrong, why it disrupted learning and what needs to be done differently next lesson.

# Conduct In School

## Smoking

No student will smoke on the Hans Price site or when dressed in the uniform of the academy. If a student smokes or chooses to associate with smokers the consequences will be as outlined below,

- Smoking will lead to a one day fixed term exclusion
- Associating with smokers will lead to one day seclusion
- Refusal to hand over smoking paraphernalia when asked by the Principal will lead to a five day fixed term exclusion
- All tobacco and related paraphernalia will be destroyed [Note: 'Smoking' is defined to include any tobacco based products and also e-cigarettes.]

## Mobile Communication Devices (Phones/Tablets)

We are a mobile phone free site for students. If they are seen, they will be confiscated and given back at the end of the day (3:30pm). If a student refuses to hand them over they will be placed in seclusion for a period of one working day.

Headphones are not to be used in the academy at any time. If they are seen, they will be confiscated and given back at the end of the day. If a student refuses to hand them over they will be placed in seclusion for a period of one working day.

Refusal to go into seclusion will result in a one day fixed term exclusion with the day in seclusion completed upon their re-admittance to the school

## **Electronic equipment remains the responsibility of the student.**

Students are advised **not** to bring to school items over the value of £10. The school cannot accept responsibility for the loss or damage of such items.

## "Lines in the Sand"

There are some lines that we will not tolerate any students crossing. If they do, it is highly likely that they will be permanently excluded from Hans Price Academy. An indicative but non exhaustive list would include,

- Bringing recreational drugs into school
- A weapon of any sort including pen knives and BB guns
- Persistent bullying
- Persistent disruption of lessons
- An unprovoked physical assault of another student or a member of staff

## Use of Fixed Term Exclusion

A student will be fixed term excluded and parent or carers expected in for a meeting if they:

- Swear at a member of staff (even under their breath)
- Physically attack another student or member of staff (serious incident may lead to PEX).

# Use of ICT

Hans Price Academy wants all users to be able to use technology responsibly. Students are asked to follow the rules set out below to ensure the safety of others, themselves, and the security of the Academy ICT systems.

## **Student ICT Standards**

I understand that I must use all technology at Hans Price Academy in a responsible way.

### **For my own personal safety:**

I understand that the Academy will monitor my use of the ICT systems, email, and other digital communications

I will keep my username and password safe and not share it with others and if I suspect someone else knows my password, I will change it at the earliest opportunity or ask the I.T Help Desk.

I will be aware of "stranger danger", when I am communicating on-line and not share information about myself or others. If I share this unintentionally, please report to your teacher or I.T Help Desk as soon as possible.

I will not arrange to meet up with people that I have communicated with on-line and if anyone asks to meet off-line, I will tell an adult -teacher/parent/carer

I will immediately report any unpleasant or inappropriate material or messages or anything that makes me feel uncomfortable when using the Academy ICT systems to my teacher/tutor/I.T help desk.

### **Equal rights to technology as a shared resource: -**

I understand that the Academy ICT systems are for educational use and that I will not use the systems for personal or recreational use unless I have express permission to do so

I will not try (unless I have permission) to make large downloads or uploads

I will not use the Academy ICT systems for gambling, shopping or running a business, or to cause harm or offence to others who may or may not belong to HPA; incidents such as these may be reported to the Police for investigation.

I will not store files unnecessarily and keep my file storage requirements to a minimum. I shall not store files that are not connected with my learning and understand that these will be deleted if the Academy needs to do so. I am aware that any files stored on the network will be visible to key staff including the I.T Help Desk & my College Leader.

### **Respect for others: -**

I will respect others' work and property and will not access, copy, remove or otherwise alter any other user's files, without their permission

I will be polite and responsible when I communicate with others. I will not use strong, aggressive, or inappropriate language and I appreciate that others may have different opinions

I will not take or distribute images or other recordings of anyone without their permission, including internally e.g. to students or externally e.g. by use of social media.

I am aware any serious incidents such as those above can result in my exclusion from the Academy and/or Police involvement.

### **Maintaining a secure and meaningful learning environment: -**

I understand the risks and will not upload, download or access any materials which are illegal or inappropriate or may cause harm or distress to others, nor will I try to use any programmes that might allow me to bypass the Academy filtering/security systems.

I understand all websites and actions whilst using Academy systems are stored in an audit log for the protection of students and the Academy; I understand this can be viewed at a later date and may be used in any internal/Police investigation.

I will immediately report any damage found or faults involving equipment or software to my class teacher or I.T Help Desk (in their absence).

# Use of ICT

I understand the need to report any deliberate damage caused by other students intentionally to my class teacher, Tutor or I.T Help Desk. This is vital to prevent availability of I.T equipment to allow all students to benefit from their use.

I recognise that in some situations, the use of technology is inappropriate and distracting. I shall respect staff's instructions on the use of technology. Ultimately the teacher's decision is final.

## **When using the internet for research or recreation, I recognise that:**

I should ensure that I have permission to use the original work of others in my own work; this must be in the form of explicit consent from the owner.

Where work is protected by copyright, I will not try to download copies (including music and videos). I understand it is illegal.

When I am using the internet to find information, I should take care and check the information is accurate.

I must not pass off someone else's ideas or work as my own

## **I understand that I am responsible for my actions, both in and out of the Academy:**

*I have read and understand the conduct policy relating to the NO Mobile Phones/Headphones Policy at the Academy. If I use them on the way to the Academy, and subsequently bring these devices into the Academy, I understand that this will be entirely at my own risk.*

I will not use technology in lessons **at all** unless directed by my teacher. If any digital devices are seen or held, they will be removed. Repeated refusal or argument – will require the parent to come into the Academy to collect.

I understand that the Academy also has the right to take action against me if I am involved in incidents of inappropriate behaviour when using technology.

I understand that if I fail to comply with these Standards, I will be subject to disciplinary action. This may include loss of access to the Academy IT systems and contact with parents and in the event of illegal activities involvement of the police.

## **These standards apply whenever: -**

I use the Academy ICT systems and equipment (both in and out of the Academy)

I use my own equipment in the Academy (when allowed)

I use my own equipment out of the Academy in a way that is related to me being a member of this Academy

*For more details including our Privacy Policy & E-Safety Policy, please visit*

<https://clf.uk/governance/statement/privacy-notice/>  
<http://www.hansprice.org.uk/key-information/policies/>

**Further changes and updates to these policies will be communicated to students and parents via newsletters, letters home and at [www.hansprice.org.uk](http://www.hansprice.org.uk)**

# Special Educational Needs and Disabilities

**Hans Price Academy is an inclusive school which caters for a diversity of educational needs.**

We are committed to providing educational opportunities for all students whatever their particular needs and provide a nurturing and learning environment for all students.

**Students may have special educational needs if they have:**

A physical disability

A learning difficulty or disability

Emotional, social, or mental health difficulties

A medical or health problem

A specific learning difficulty

**We aim to respond flexibly and imaginatively to a wide range of needs and may employ a variety of strategies.**

These might include:

Differentiating the curriculum and providing quality first teaching in class

Providing additional support

Withdrawal from the classroom for some lessons to follow an intervention programme.

Involving other agencies to work with us

Mentoring

If your child is on the SEN register review meetings will happen 3 times a year.

**Hans Price Academy will keep a register of students who have SEN. This will be in line with the SEN code of practice 0-25.**

# Helping Your Child With Reading

**Students must learn to read fluently with enjoyment and confidence if they are to make progress in their education, in their career and in life in general. The skill of reading is a passport to future work and leisure. Developing excellent literacy skills is a priority for all our students**

## **How can parents help?**

Make time each day to listen to your child read. Aim for 10 – 20 minutes a day.

Choose something which your child will find easy to start with.

Encourage your child and praise good progress.

Do not be too serious. Try to make it interesting, reading instructions, cereal boxes, magazines.

If your child finds a word difficult try to get them to:

- Break the word up bit by bit.
- Look at other words in the sentence then make a guess.
- If they really hesitate to pronounce the letters/words for him/her.

Move on to more advanced books when you feel the time is right.

It also helps if parents read to their children. Talk about what you are reading and ask your child to guess what will happen next.

Make sure there is lots of reading matter around the house: newspapers, books, dictionaries, reference books, comics, and magazines.

Ask your child to tell you what they have read.

Encourage your child to learn a few spellings each week.

**The school library is open throughout the week. There are books available to suit all students and new books are regularly added. Encourage your child to borrow at least one book every week. The Librarian can suggest books to meet all interests!**

# Is your child entitled to Free School Meals and the 'Pupil Premium'?

## Free School Meals for New Year 7 Students

Currently, all new and existing free school meals claimants will continue to receive free school meals whilst Universal Credit is rolled out. Eligible students will remain entitled until the end of their current phase of education as at 31st March 2022 (i.e. primary, secondary). This will apply even if claimants' earnings rise above the new threshold during that time. Once the rollout is complete, any existing claimants who no longer meet the eligibility criteria at that point will also continue to receive free school meals until the end of their current phase of education. The Universal Credit rollout is currently expected to complete in March 2022.

If your child is currently entitled to free school meals and is moving to Hans Price in September, please contact North Somerset Council during the summer holidays so they can update your free school meals record. It is important that you do this to ensure that your child receives free school meals at Hans Price at the start of the Autumn Term. You can contact them by emailing [fsm@n-somerset.gov.uk](mailto:fsm@n-somerset.gov.uk) or calling 01275 888 328, and they can update your child's new school details without the need to reapply. You must also let North Somerset Council know of any change in address or benefits that you receive.

If you have not yet applied for free school meals and you believe that you are entitled, you can apply to North Somerset using their online form – [www.n-somerset.gov.uk/fsm](http://www.n-somerset.gov.uk/fsm) (Please see the eligibility criteria. You will receive an instant result and, if successful, the system will generate a letter which you can print and give to reception to confirm eligibility. Alternatively, you can forward the letter via email to Hans Price Academy using [fsm@hansprice.org.uk](mailto:fsm@hansprice.org.uk) email address or show reception staff the letter on your smart phone. Your entitlement will begin on the day you apply and will last until 31st March 2022.

If you have applied and are not entitled, but you think you meet the criteria please check your National Insurance number and try again. If this does not work, please click on the 'referral' button, and give details of the benefits you are on and North Somerset will look into this for you.

**Any child attending a North Somerset school whose parents or carers are on certain benefits is entitled to receive free meals at school and this generates 'Pupil Premium' funding for the Academy.**

**Parents or carers of the following benefits can apply:** (as at April 2020)

- Income support
- Income-based Jobseeker's Allowance (JSA)
- Income-related Employment and Support Allowance (ESA)
- Support under Part VI of the Immigration and Asylum Act 1999
- The guaranteed element of Pension Credit
- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on – paid for four weeks after you stop qualifying for Working Tax Credit
- Universal Credit with annual Take Home Pay/Net Earnings below £7,400 (which equals £66.67 per month) benefits not included

# Is your child entitled to Free School Meals and the 'Pupil Premium'?

## How can I apply?

You will need to apply online at [www.n-somerset.gov.uk/fsm](http://www.n-somerset.gov.uk/fsm)

If your child is eligible this will mean they will also be entitled to a free school breakfast every day, which is served between 8.00 and 8.30am. Although they may be eligible for Free School Meals, they do not have to take them. Their eligibility benefits the Academy and students as this service brings extra funding to the Academy, ensuring we can provide additional support to your child. **If you do not apply, we will not get this funding.**

## Who else is eligible to be registered for 'Pupil Premium'?

If you fall under any of the following categories, please inform the academy so that we can claim funding:

### Service Children:

- One parent is serving in the regular armed forces (including those who are on full commitment as part of the full-time reserve).
- Your child has been registered as a 'Service Child' at their previous school at any point since 2015.
- One parent has died whilst serving in the armed forces and the family receives a pension under the Armed Forces Compensation Scheme or the War Pensions Scheme.

### Post Looked after Arrangements:

- Children who have left local authority care in England and Wales through either adoption, a special guardianship order, a residence order, or a child arrangement order. You will need to provide some evidence (e.g. Adoption/Court order). *Please note: we do recognise that this may be an especially sensitive issue and as with all information you give us, if you feel it is appropriate to tell us, we will treat this in the strictest confidence.*

If you need any more information regarding Free School Meals or Pupil Premium please contact Mrs Tincknell, Senior Operations Manager, at the Academy.

# Attendance Matters

**At Hans Price Academy we believe that excellent attendance is vital for academic success whether this is by coming to school, on time, every day or at the moment, by accessing remote learning, or a combination of both.**

- In order for your child to do their best, they need to be accessing learning as much as possible.
- The more they do this, the more they will learn, develop, and achieve.
- Research shows that students who access the most learning have a much better chance of gaining the best qualifications.
- We work hard with students and parents to ensure that students are fully supported and encouraged to achieve their potential

**From September we hope that normal school attendance can be resumed**

- If your child has difficulties attending school, you should contact us as soon as possible to discuss any issues. We will always try to help.
- If we identify that there are problems with attendance or punctuality, we will invite you to a meeting to see what we can do to help your child overcome any barriers to their learning.
- You will be expected to contact us **every** day that your child does not attend school for whatever reason, by phoning, texting, or emailing the Academy as early as possible. This way we can help to ensure that your child is safe.
- If you do not contact us and we are unable to establish why your child is not in school, we will make home visits. It is therefore important that you inform us as soon as you know that your child will not be coming to school or if they are unavoidably late.