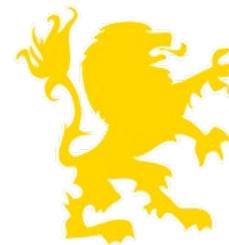


Welcome to the  
YEAR 6  
INDUCTION EVENING



WEDNESDAY 3<sup>RD</sup> JULY 2024



# Our Values



## Compassion and Kindness

We expect everyone to support each other to be open, honest and treat others how we want to be treated.



## Respect

We expect everyone to respect themselves, others, our school and our community.



## Fairness and Belonging

We expect everyone to feel safe, happy and listened to.



# Our School Day



<b>Dragon &amp; Griffin</b>	<b>Year 7</b>
<b>Registration</b>	08:45 – 08:55
<b>Period 1</b>	08:55 – 10:10
<b>Tutor time</b>	10:10 – 10:35
<b>Break</b>	10:35 – 11:00
<b>Period 2</b>	11:00 – 12:15
<b>Lunch</b>	12:15– 12:45
<b>Period 3</b>	12:45 – 14:00
<b>Period 4</b>	14:00 – 15:15
<b>After school</b>	Clubs (Tuesday-Friday)

<b>Lion &amp; Unicorn</b>	<b>Year 7</b>
<b>Registration</b>	08:45 – 08:55
<b>Period 1</b>	08:55 – 10:10
<b>Break</b>	10:10 – 10:35
<b>Tutor time</b>	10:35 – 11:00
<b>Period 2</b>	11:00 – 12:15
<b>Lunch</b>	12:15– 12:45
<b>Period 3</b>	12:45 – 14:00
<b>Period 4</b>	14:00 – 15:15
<b>After school</b>	Clubs (Tuesday-Friday)



# OUR SCHOOL DAY

We have split breaks and lunches to ensure a safe environment for students to enjoy their social time.

It is the student's responsibility to arrive on time to school with all of their equipment ready to learn.

Students are awarded for consistently maintaining our high standards and being prepared for our school day.

Appropriate sanctions are set for students who struggle to maintain these standards .



# The school uniform consists of:

- Navy blazer with a school badge
- Navy v-neck jumper (optional)
- Plain dark grey trousers or pleated skirt (knee length and not rolled)
- Plain white shirt with buttons to the collar (tucked in)
- School tie with House cog (worn below the knot)
- Grey, navy or black socks or tights
- Lanyard (to be worn with card showing correctly)



# The school uniform

Our local suppliers are:

CREATE INDENTITEE LIMITED

Unit 17 & 18

St James Centre, East Road, Harlow, CM20 2SX

TEL: 01279 881333



# Standards

**Jewellery** should be kept to a minimum for safety and security reasons

- Earrings must be small studs or cuffs
- One small ring (sovereign type rings are not allowed)
- Nose studs must be small and discreet

**Hair** must be of a natural colour. Any extensions or additions to hair, must fulfil this requirement. We do not allow –

- Tramlines
- Shaved designs



# Standards

- **Nails** should be no longer than the tips of the finger for health and safety. This is especially important for practical lessons. Nude colours are allowed.
- **Make up**, if worn, should be natural looking and minimal.
- **NB** - Any students wearing incorrect uniform will be removed from circulation until the situation is rectified.



# Footwear

Must be **all** black and made of leather or leather look.

We do not allow –

- Crocs
- Boots higher than the ankle
- Steel toe caps
- Sliders



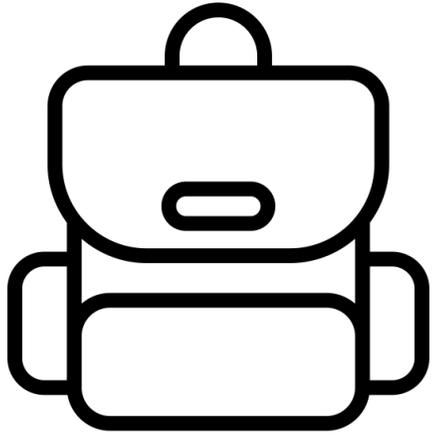
# Acceptable footwear



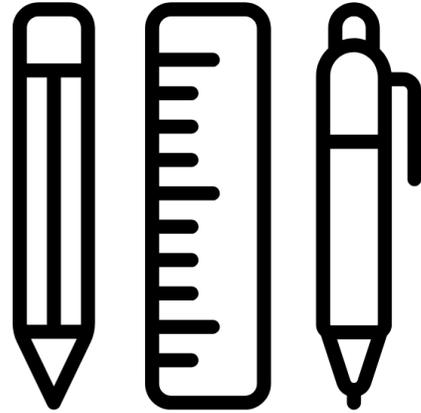
# Not acceptable footwear



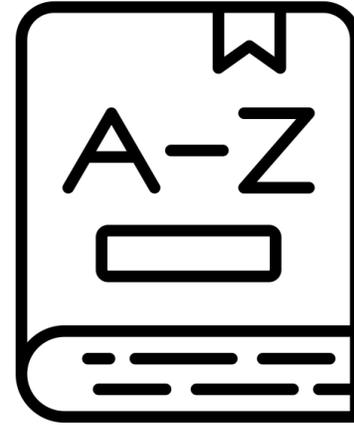
# Equipment



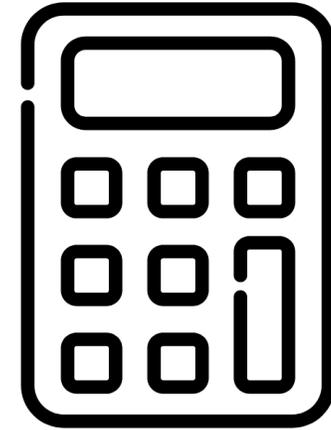
Appropriate bag



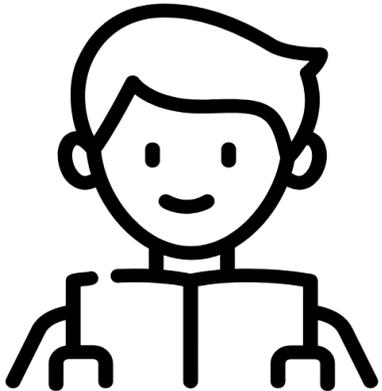
Stationery



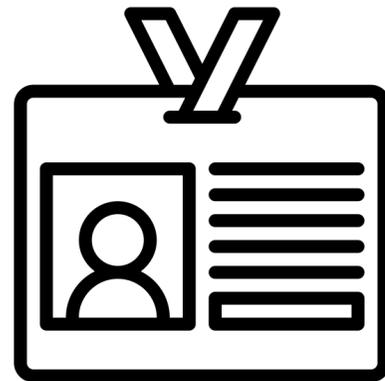
Dictionary



Scientific calculator



Reading Book



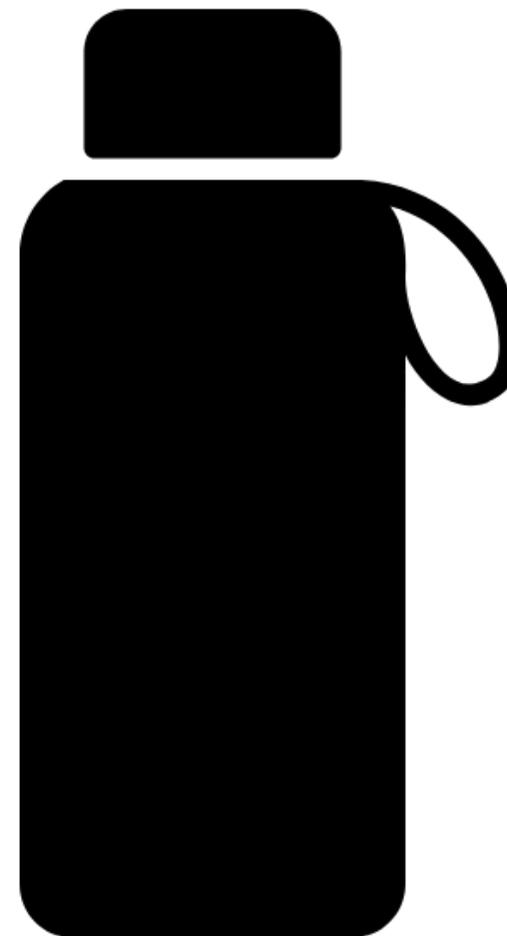
Lanyard

**NOT** PERMITTED  
Pencil sharpeners  
Maths compass



# Plastic Free

- To pursue our goal of being as environmentally friendly as possible, we have removed all bottled drinks from sale.
- All students will receive a water bottle which they will be required to have each day.
- We have chilled water fountains and machines that dispense fruit juice.
- All year 7 students will receive a water bottle on their first day of school in September.



# Valuables

We accept no responsibility for lost items.

Mobile phones are brought in at the users own risk.

All clothing should be named.

Any payments for trips etc. must be made at student services between 8.30 - 8.45am.





# Rewards and Sanctions

## Rewards

Passmores points for maintaining high standards around the school as well as...

- Positive Attitude to Learning
- Homework
- Participating in clubs
- House competitions
- Attendance
- Having all equipment
- Having a position of responsibility
- Being kind and helpful

## Sanctions

Can be accumulated for a range of inappropriate or inconsistent behaviour as well as...

- Not being on time to school & class
- Not handing in homework
- Not meeting expectations
- Social time issues

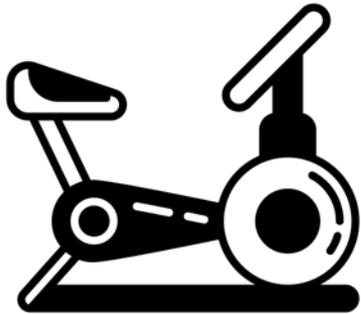
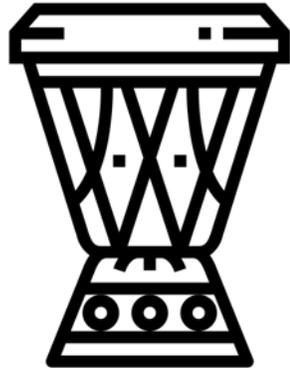
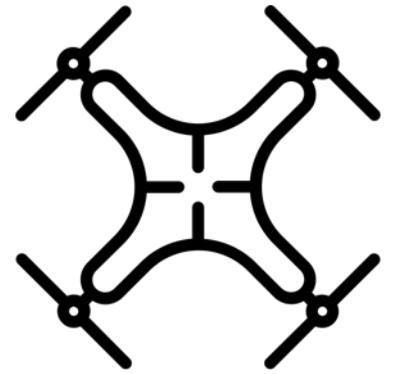
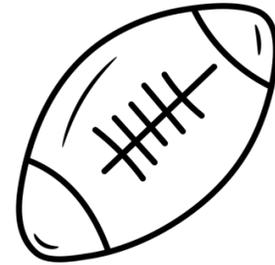


# Principal's Challenge Trip

- At the end of every term (Christmas, Easter, Summer), the top **50** students in each year group are invited on the Principal's Challenge trip.
  - Christmas – Cinema trip
  - Easter – In school cinema experience with popcorn, candyfloss, etc. Followed by a visit to Urban Limitz Adventure Trampoline Park
  - Summer – Adventure Island (year 7 & 8) and Thorpe Park (Year 9 & 10)
- The criteria to qualify for the Principal's Challenge Trip is:
  - Be in the top 50 of the year group for Passmores Points
  - 0 behaviour points
  - At least 97% attendance



# Extra Curricular Opportunities



# Positions of Responsibilities

- Sports Rep
- Charity Rep
- Environmental Rep
- House Captain
- Stu-Peds
- Popstars
- Student Council



# TUTOR TIME

- Vertical Tutor Groups Year 7-10
- Daily equipment and uniform checks
- Thought For The Week (TFTW)
- In The News (ITN)
- Peer dialogue
- MAD Time
- Passmores Passports
- Assemblies
- House Challenges
- DEAR Time

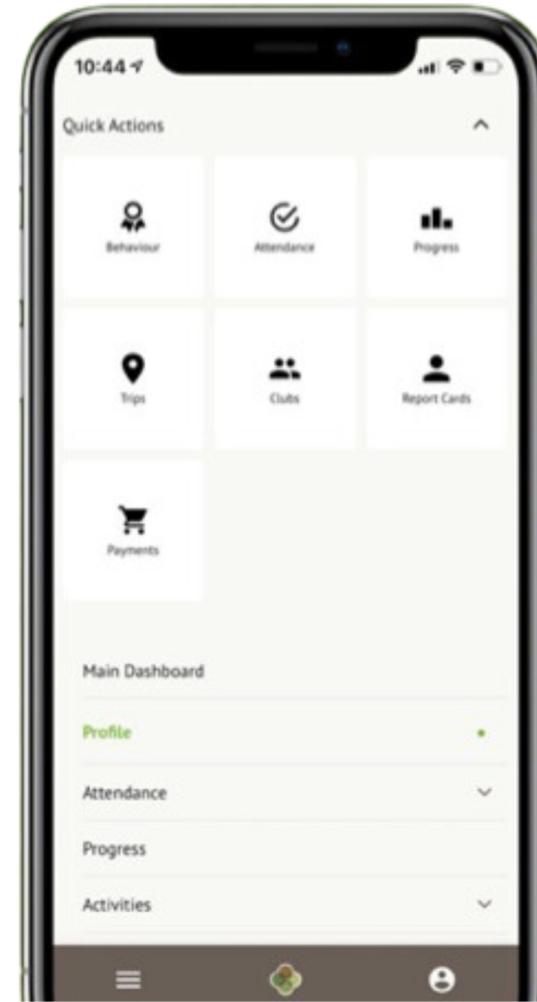


# Homework Policy

In September 2024 we are moving to a new system called **Arbor**.

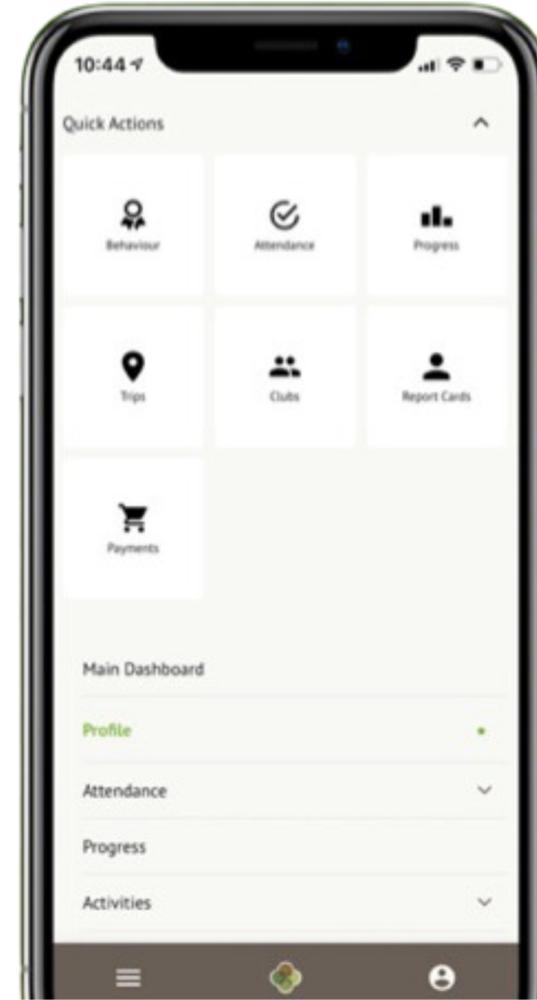
Arbor will allow our young people to track their homework.

Parents and Carers will also be able to monitor this through the parent app.



# Homework Policy

The application will allow students to view all homework tasks which have been set, see when each task is due, and give details of how they should submit the work.



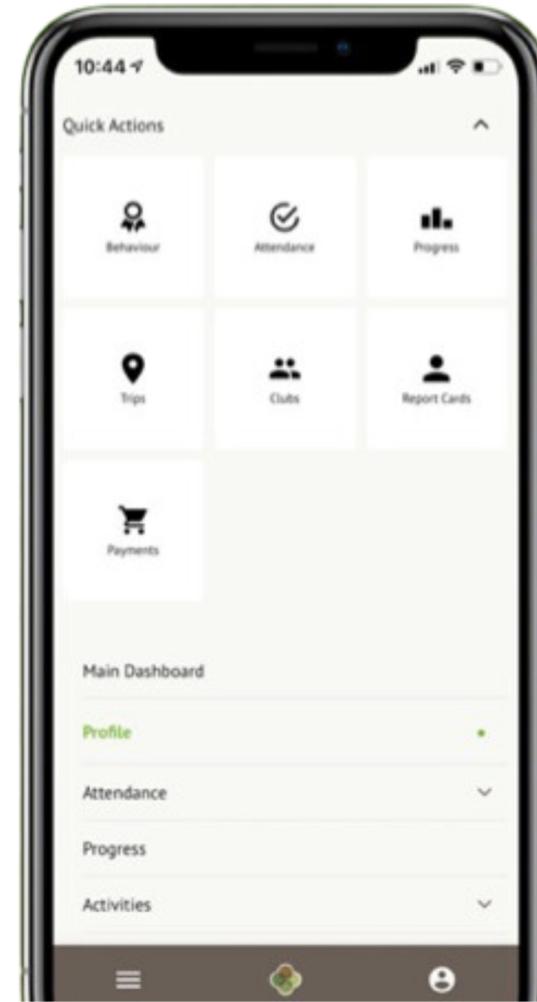
# Homework Policy

Set weekly on Arbor

All subjects - 30 minutes each

Bedrock – two online lessons: 45 minutes

Reading (To support your subjects and interests)



Attendance

97%

Minimum Expected





# Attendance and Attainment

- There is a strong link between attendance and attainment.
- It is clear and backed by research that those students with high levels of attendance are far more likely to reach their potential.
- The message regarding attendance is simple:  
17 school days missed leads, to  $\frac{1}{2}$  a GCSE level dropped on average.



# Attendance and Wellbeing

- Being in school helps in developing positive peer relationships and being part of a community.
- This can support better mental health and well-being.
- We must prepare our young people for successful transition to adulthood to support their longer term economic and social participation in society.



# Attendance

- Any absence for three days or longer may require medical evidence.
- Any student marked absent for registration will trigger an automatic phone call home unless you have contacted the school.
- School needs a minimum of two contacts, preferably three. (Family members must be over 18.)



# Attendance

- If a student is going to be absent, a parent/carer will need to call the absence line on 01279 770877 or email [attendance@passmoresacademy.com](mailto:attendance@passmoresacademy.com)
- Your message should include:
  - ✓ your child's name
  - ✓ form group
  - ✓ reason for absence
  - ✓ the expected date of their return to school



# Attendance – Medical Appointments

- If you need to book a medical appointment during school hours, please email confirmation of the appointment to [attendance@passmoresacademy.com](mailto:attendance@passmoresacademy.com)
- Students will need to be collected for the medical appointment and must sign out/in at student services.



# Attendance – Holidays

- Term time holidays are not permitted.
- Leave of absence forms are available on the school website and from student services.
- Leave of absence forms must be completed four weeks ahead of planned leave so that any exceptional circumstances can be taken into consideration and processed.
- Unauthorised leave of absences, could result in parents/carers receiving a penalty notice from the Local Authority.



# Personal electronic devices

Personal electronic devices include, but are not limited to the following items:

- Mobile phones
- Smart devices such as watches \*
- Handheld entertainment systems, e.g. games consoles, mp3 players
- Portable internet devices, e.g. tablets, iPads

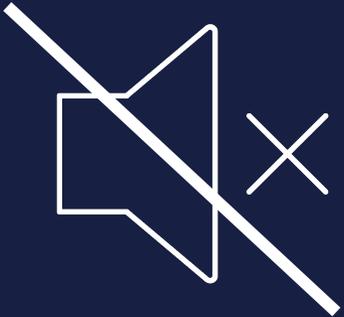


# Expectations



The basic expectation can be summed up as

“not seen, not heard, not taken”.



Between the hours of **08:00 and 15:30**, personal electronic devices will always be switched off and kept out of sight on the school premises.



# Expectations

If students are wearing smart watches they must be in "school mode" or "airplane" mode to remove distractions. Smart watches must only be used as a watch and not a communicating device.



# When and Where

Not allowed anywhere on site.

As soon as they enter the premises, it needs to be put away.



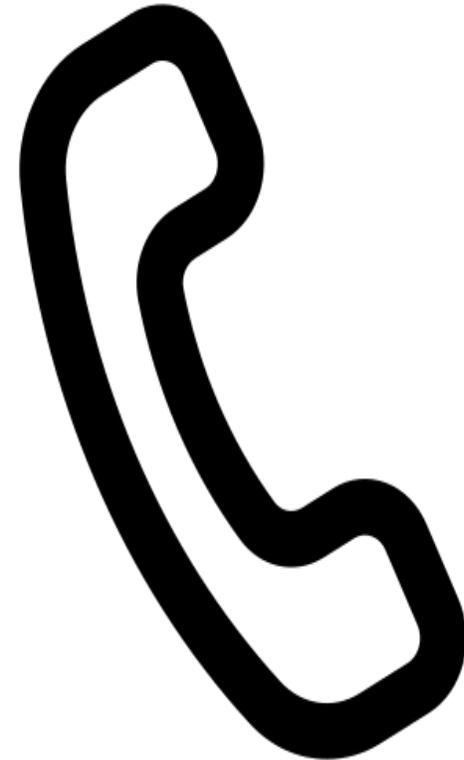
# How do I contact my young person?



All communication should be going through the student services team.

Parent/carer calls the school reception, and a message will be delivered to the student.

If your young person needs to use the phone, there is one available at student services.



# First Point of Contact

As form tutor, I am your first point of contact for anything related to your young person.

Please do not **just** contact for any issues, we love to celebrate our young people and their achievements outside of the school so help us celebrate the good as well as offer support.



# How we will communicate with you

- Principal's Newsletter at the end of every week
- Parent mail
- Instagram - @passmores\_academy
- Youtube - @PassmoresAc
- X - @PassmoresAc





Thank you

