

A group of graduates in black gowns and caps are celebrating in front of a brick wall. They are holding up silver balloons that spell out 'GRAD' and throwing their caps into the air. The scene is festive and celebratory.

Welcome to the Outwood Family

Class of 2028
Prepare for Y7

Year 6 Parent and Carer Information Evening

July 2023

Lisa Allott, Principal

What is tonight about?

- To give you reassurance that you have made the right choice for your child.
- To give you an insight to what Freeston is all about.
- Give you an opportunity to speak to staff.

Obsessive About Standards

First Point of Call

If you have any concerns, worries, or need to inform us of anything please contact the Year 7 Learning Manager:

Miss Amber Murthick

- Our Learning Managers do not teach
- Miss Murthick will call you back if not available when you contact us.
- We aim to contact you back within 48 hours.



VISION AND VALUES

As a multi-academy trust we
want to be known for placing...

***Students first: raising standards
and transforming lives***



What is our purpose?

To **raise standards** for all students by sustaining and enhancing performance and to develop the whole child.

To **embrace the international dimension**, moving us towards becoming 'world class'.

To fulfil our moral purpose by engaging and collaborating with other schools to help improve the **life-chances** of all young people; locally, nationally and globally.



I behave well because:



The overarching aim of our policy is to promote positive behaviour, to ensure our students grow into safe, respectful and responsible citizens and to allow them to learn in a calm environment.

Be safe, be respectful, be responsible

Outwood Safety **CHOICES**:

C

Concerns should be reported to an adult immediately

H

Help others when they need it

O

Offer support to others

I

Instructions from adults should be followed immediately, at all times

C

Careful and sensible movement around the building

E

Ensure that you always keep yourself and others free from danger

S

Stay in permitted areas only

Be safe, be respectful, be responsible

Be phenomenal and remember...

S Smile

P Please

E Excuse Me

T Thank you

S Sir or Miss



Be safe, be respectful, be responsible

Outwood basics for learning

A B C D E F

A

Accept that your actions
are your choice

B

Be on time, every time

C

Come to school fully
equipped for learning

D

Do all classwork and
homework to the best
of your ability

E

Ensure that you keep
hands, feet and unkind
words to yourself

F

Follow all instructions,
first time

Raising Standards for all students

- **Positive discipline for learning and life policy** on web site - please read this
- **Consequences system**
 - **Break detention** (15 mins) late that morning
 - **C4a** (30 min detention at lunchtime): eg Continued late in the morning, late to lesson, disruption to lesson and sent to step-out, ongoing uniform issues, not being safe, respectful or responsible
 - **C4b** (60 min detention after school): eg refusal/failure of C4a, used for issues warranting more than a C4a
 - **C5a** (half day in Reflections Room): eg refusal/failure C4b, internal truancy
 - **C5b** (full day in Reflections Room): eg refusal/failure C5a, alternative to suspension
 - **Permanent exclusion** will be issued for eg setting off the fire alarm on purpose, serious assault on a student, offensive weapon on site, assaulting a member of staff, persistent defiance, drugs on site etc

Raising Standards for all students

- **Mobile Phones / electronic devices -**
 - If a student chooses to bring one it is at their risk - we are a no phone site
 - Turned off before the gate and kept in their bag – 1st offence confiscation and student collection at 2.30pm, persistent = confiscation and collection by parent/guardian
 - Smart watches are not allowed on site
- **Jewellery** – No jewellery at all except for a normal watch (media type watches are not permitted) – remove piercings, rings etc, no nail varnish or fake nails etc
- **Make-up** – discrete, no fake eye lashes
- **Hair** – natural colour, no inappropriate patterns shaved into hair
- **Smoking** - no items allowed on site (cigarettes, lighter, vapes etc)
- **Chewing gum** - not allowed anywhere on site

Conduct Outside of the Academy Grounds

Showing the wider community that we are proud of our school is of great importance. **Academy staff have the power to discipline students for misbehaving outside of the academy premises and can discipline students at any time when:**

- Taking part in any academy-organised or academy-related activity
- Travelling to and from the academy
- Whilst wearing the academy uniform
- In some other way when the student is identifiable as a member of the academy

Conduct Outside of the Academy Grounds

The academy can also discipline students at any time for misbehaviour which:

- Has repercussions for the orderly running of the academy
- Poses a threat to another student or member of the public
- Could adversely affect the reputation of the academy

In any of these three circumstances the academy may additionally take the decision to notify the police of the student's behaviour and or make relevant referrals to external agencies such as Prevent, Social Services etc

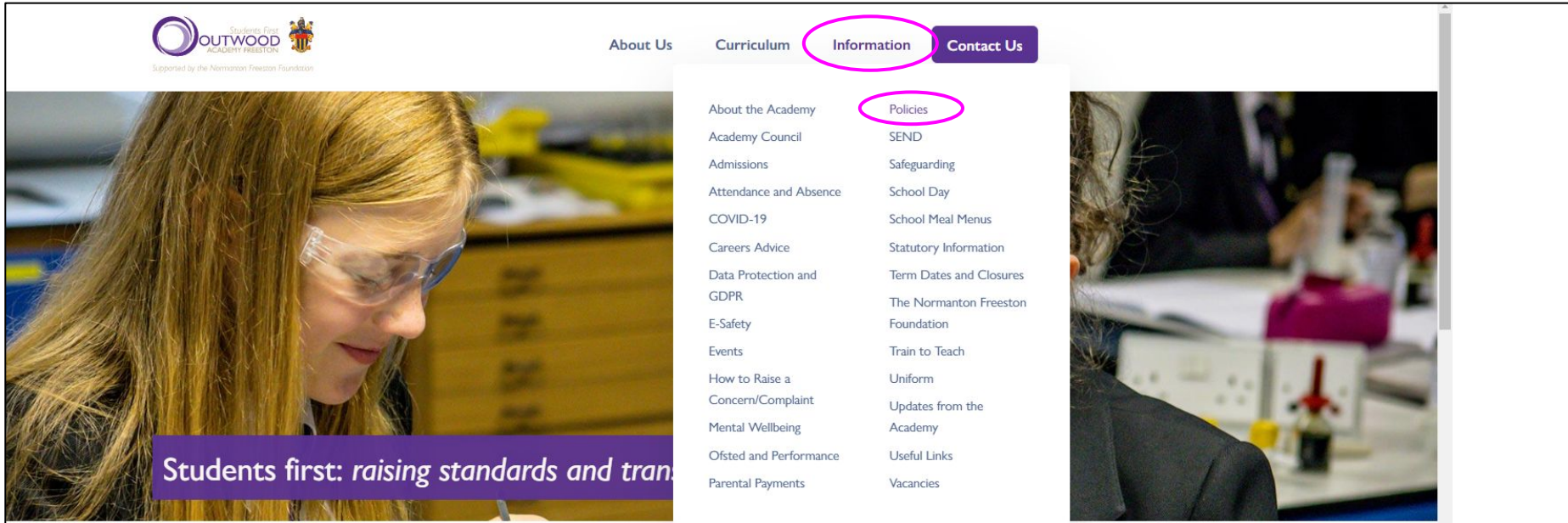
Permanent Exclusion

- serious actual or threatened physical assault against another student or a member of staff
 - sexual abuse or assault
 - supplying an illegal drug
 - possession of an illegal drug with intent to supply
 - carrying an offensive weapon (see below)
 - making a malicious serious false allegation against a member of staff
 - placing students, staff and members of the public in significant danger or at risk of significant harm
- persistent disruption and defiance including bullying (which would include racist, sexist or homophobic bullying)
 - an offence which is not listed but is, in the opinion of the Principal, so serious that it will have a detrimental effect on the discipline and well-being of the academy community

SEND and Support Packages

- Lizzy Coultous - SENDCO
- Mick Hill - Inclusion Officer
- Zoe Wilkinson - SEND Officer
- PLC - Personalised Learning Centre
- Bridge - for vulnerable, needing support and guidance
- Mental wellbeing service on site - one day a week, by referral
- Specialist support packages for reading and literacy, numeracy, SEMH
- Raft of support packages to support behaviour, inclusion, engagement etc

Access to our Academy Policies



The screenshot shows the website navigation menu with 'Information' circled in pink. Under 'Information', 'Policies' is also circled in pink. The left sidebar features a photo of a student in safety glasses with the text 'Students first: raising standards and tran...'. The right sidebar shows a photo of a student in a lab coat working in a chemistry lab.

Students first: raising standards and tran...

- About Us
- Curriculum
- Information**
 - About the Academy
 - Academy Council
 - Admissions
 - Attendance and Absence
 - COVID-19
 - Careers Advice
 - Data Protection and GDPR
 - E-Safety
 - Events
 - How to Raise a Concern/Complaint
 - Mental Wellbeing
 - Ofsted and Performance
 - Parental Payments
 - Policies**
 - SEND
 - Safeguarding
 - School Day
 - School Meal Menus
 - Statutory Information
 - Term Dates and Closures
 - The Normanton Freeston Foundation
 - Train to Teach
 - Uniform
 - Updates from the Academy
 - Useful Links
 - Vacancies
- Contact Us

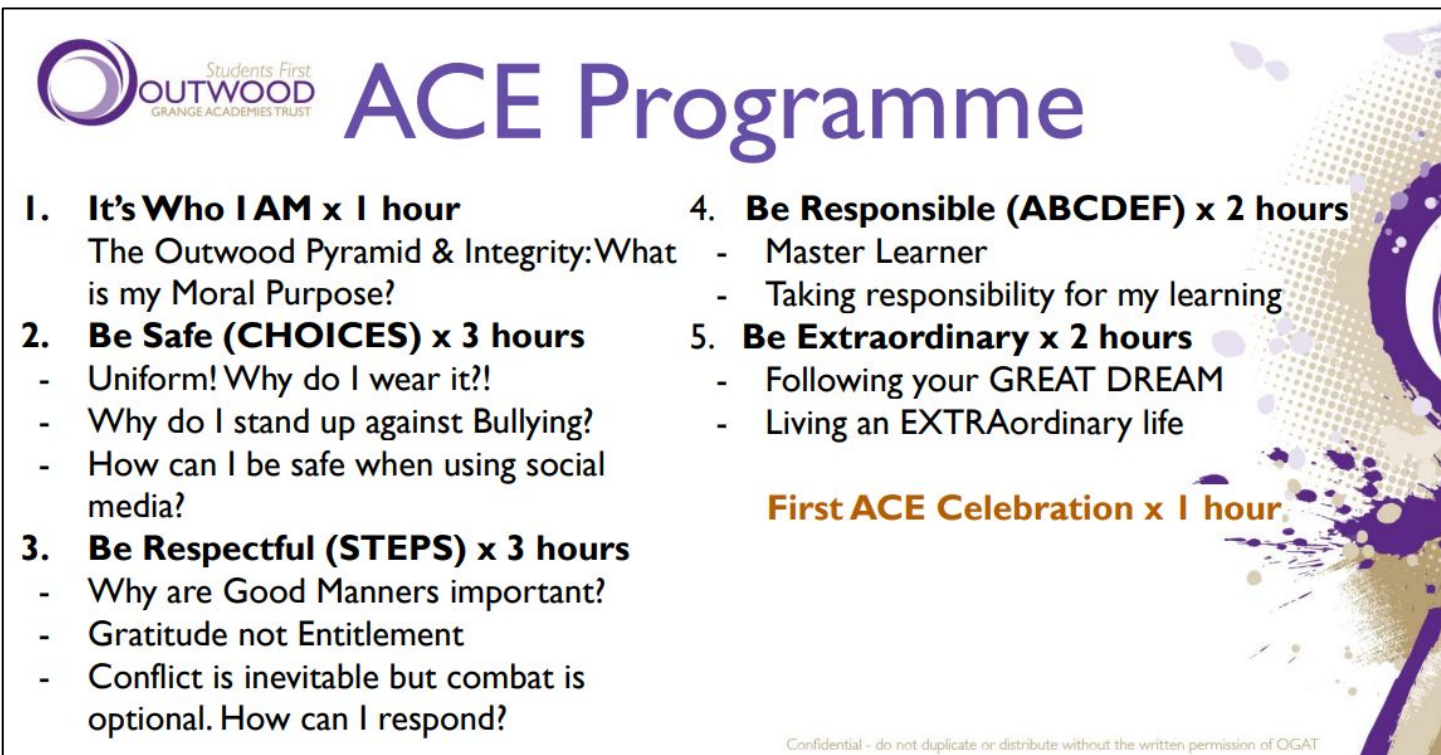
For example:

- Privacy Policy
- Photograph Policy
- Biometric Policy
- Positive discipline for learning and life policy etc

Praise Systems

- **Outwood Honours Programme** – this values the learning, attitude and engagement of learning. Coming in September
- **Praising Stars** – all students receive a Praising Stars report every term. Students whose **effort** is very good are invited to celebrate at an event hosted by the Principal in addition to other events throughout the year.
- **Graduation Year 9** – students whose effort is as good as we expect take part in a graduation ceremony in recognition of their positivity and focus
- **External Graduation Activity** – for Year 9 students who graduate, the academy will reward them further with an external trip.
- **Prom** – students reaching the end of year 11 whose effort has met our expectations.
- **Attendance awards** – for students with high or improved attendance.
- **Pledges** - ensures that students understand the value of extracurricular experiences
- **Star Student** - every lesson 3 students are chosen, logged on the Star Student Board and oCloud system and planner stamped

- **Academy Conduct Expectations** - how we teach students to be Safe, Respectful and Responsible
- Y7 students have lessons at the start of the year
- Students have a passport to complete
- 3 levels - bronze, silver and gold



The poster features the Outwood Academy Freeston logo on the left, followed by the title 'ACE Programme' in large purple letters. Below the title is a list of five modules, each with a title and duration, and a list of topics. The background is white with purple and gold splatters on the right side.

1. It's Who I AM x 1 hour
The Outwood Pyramid & Integrity: What is my Moral Purpose?

2. Be Safe (CHOICES) x 3 hours

- Uniform! Why do I wear it?!
- Why do I stand up against Bullying?
- How can I be safe when using social media?

3. Be Respectful (STEPS) x 3 hours

- Why are Good Manners important?
- Gratitude not Entitlement
- Conflict is inevitable but combat is optional. How can I respond?

4. Be Responsible (ABCDEF) x 2 hours

- Master Learner
- Taking responsibility for my learning

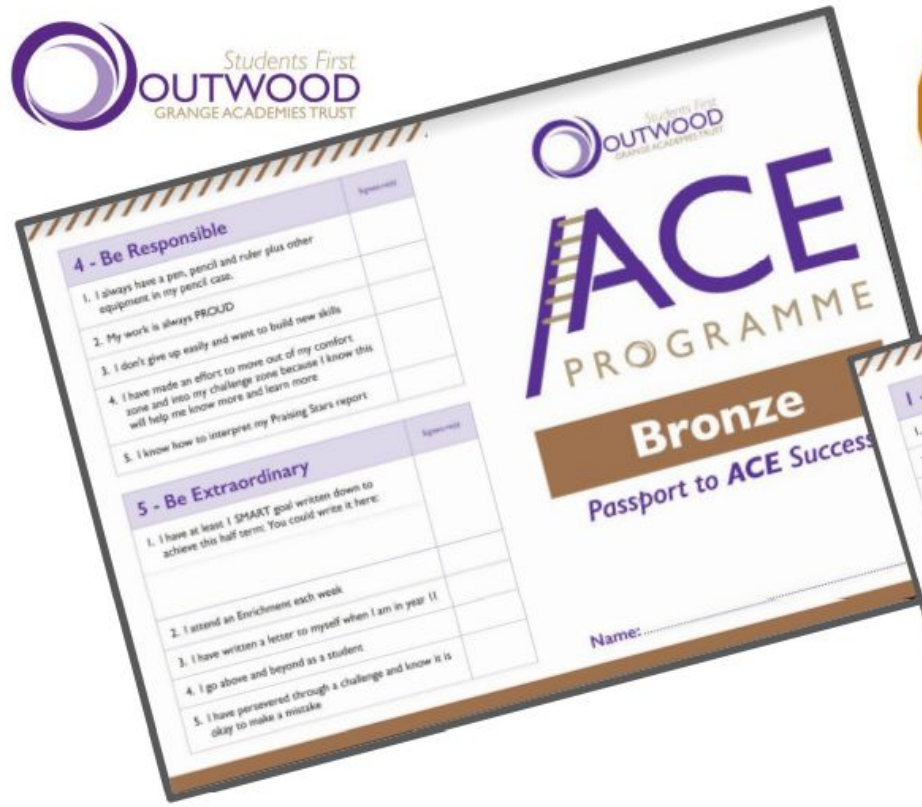
5. Be Extraordinary x 2 hours

- Following your GREAT DREAM
- Living an EXTRAordinary life

First ACE Celebration x 1 hour

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ACE



ACE PROGRAMME
Bronze
Passport to ACE Success

Name: _____

4 - Be Responsible	Signature
1. I always have a pen, pencil and ruler plus other equipment in my pencil case.	
2. My work is always PROUD	
3. I don't give up easily and want to build new skills	
4. I have made an effort to move out of my comfort zone and into my challenge zone because I know this will help me know more and learn more	
5. I know how to interpret my Praising Stars report	

5 - Be Extraordinary	Signature
1. I have at least 1 SMART goal written down to achieve this half term. You could write it here:	
2. I attend an Enrichment each week	
3. I have written a letter to myself when I am in year 11	
4. I go above and beyond as a student	
5. I have persevered through a challenge and know it is okay to make a mistake	



1 - It's Who I am	Signature
1. I am well prepared for school with full equipment	
2. I complete all my written work with 100% effort	
3. I am on time to school every day	
4. I greet my teachers politely and thank them for lessons	
5. I concentrate and stay focussed in lessons	

2 - Be Safe	Signature
1. I wear my full uniform with pride	
2. I have an adult to go to if I need to report a concern	
3. I conduct myself well during social times	
4. I follow the school routines to make sure that I transition between classes safely	
5. I demonstrate high standard routines when entering and exiting classes	

You need 20 x signatures for your ACE badge!
Any number of staff can signdate to acknowledge that you have been successful in ACE.

3 - Be Respectful	Signature
1. I am always polite and demonstrate manners to my peers and teachers	
2. I keep my planner neat, tidy and cared for, respecting that this is school property	
3. The respect that I show in lessons enables others to learn	
4. Gracious, not envious: I always make sure that learning spaces are kept tidy and pick up litter if I see it	
5. I ask politely for help if I am not sure	

ACE Leader/turn Tutor comments and reflections

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DEROGATORY LANGUAGE - HAS **NEVER** BEEN WELCOME IN OUR ACADEMY



- Think carefully about what you say to others.
- Striving to support all in our academy to have confidence in themselves and their individuality whilst celebrating and accepting differences in others.
- If it is not nice then don't say it.
- We encourage all to think before they speak to each other and to adults.
- **SOCIAL MEDIA!**



THINK
BEFORE YOU SPEAK

T IS IT TRUE?
H IS IT HELPFUL?
I IS IT INSPIRING?
N IS IT NECESSARY?
K IS IT KIND?

Be safe, be respectful, be responsible.



REPORTING IN THE ACADEMY

“Tell Us” Google Form is in your year group Google Classroom.

This means you can report serious concerns at appropriate times and without being seen or having to speak to an adult.

OR

“Tell Us” new form. Forms located in SID and the Main Hall

“Tell Us” box.

A place for you to put completed “Tell Us” forms.

The box is located on the stage by the RAK Tree



- We will get things wrong, we are human.
- We are busy supporting young people.
- Please be patient with us.
- Please be respectful with us.

Academy Visitors

We teach our children to be safe, respectful and responsible, thank you for supporting us to do this by modelling this yourself appropriately.

**Academy
Attendance Target
At least 95%+**

Attendance Matters

Number of Days Absent	Maximum Possible Attendance
0	100.0 %
1	99.5 %
2	98.9 %
3	98.4 %
4	97.9 %
5	97.4 %
6	96.8 %
7	96.3 %
8	95.8 %
9	95.2 %
10	94.7 %
11	94.2 %
12	93.7 %
13	93.2 %
14	92.6 %
15	92.1 %
16	91.6 %
17	91.1 %
18	90.5 %
19	90.0 %
20	89.5 %

Punctuality affects Attendance

From September 2023 our morning register will close at 8.55am.

- If your child arrives later than this time it will affect their overall attendance figure.
- This will affect their learning and progress.
- This will initiate attendance procedures eg prosecution, fines etc.



You must inform us and provide evidence of any absences from school eg medical appointments.

The academy day...

08:00 - 8:20	Students arrive										
08:25 – 08:45	Tutor										
08:45 – 09:45	Period 1										
09:45 – 11:00	<table border="1"> <tr> <td>Break</td> <td>09.45-10.00 – Y10</td> </tr> <tr> <td></td> <td>10.00-10.15 – Y8</td> </tr> <tr> <td></td> <td>10.15-10.30 – Y7</td> </tr> <tr> <td></td> <td>10.30-10.45 – Y9</td> </tr> <tr> <td></td> <td>10.45-11.00 – Y11</td> </tr> </table>	Break	09.45-10.00 – Y10		10.00-10.15 – Y8		10.15-10.30 – Y7		10.30-10.45 – Y9		10.45-11.00 – Y11
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	10.00-10.15 – Y8										
	10.15-10.30 – Y7										
	10.30-10.45 – Y9										
	10.45-11.00 – Y11										
11:00 – 12:00	Period 3										
12:00 – 13:30	<p>Period 4 + 30min lunch taken within Period 4</p> <ul style="list-style-type: none"> • 12.00-12.30 – Y10 & Y8 • 12.30-1.00 – Y7 • 1.00-1.30 – Y11 & Y9 										
13:30 – 14:30	Period 5										
14:30 – 15:30	Enrichment (not compulsory)										

Date: Wednesday 6th September

First Day – what will happen on this day only?

- Students arrive – between 8.10am and 8.20am at the turning circle entrance on Favell Avenue (by the caretaker house)
- Only Y7 and Y11 will be in the academy on this day, the rest of the students will join us on the Wednesday
- Students will be directed to assembly and will be collected afterwards by their Tutor.
- Students leave 2.30pm at the turning circle entrance on Favell Avenue
 - Timetables will be issued
 - A free planner will be issued
 - Biometric scan will take place
 - Photographs will be taken
 - Students will get to know the site and make new friends



Food

- Students will have their biometric reading taken (if you have agreed to this) so they can put money on ready for break/lunch if applicable. Otherwise students have to remember a code number.
 - The biometric is **not** a fingerprint!
 - Please make payments via **iPay** - you will get your letter for this with the uniform. Please create this account - food, ties, planners, trips, DT contribution etc
 - We do **not** accept cheques or cash
- Students on free school meals can access this directly from their account at lunchtime (not break)
- Fizzy pop, lucozade, power/energy drinks etc are not allowed on the site *(please encourage your child to **not** drink these in the morning before school)*
- Sweets and big packs of biscuits/crisps - not allowed on site
- Chewing gum is banned from the entire site
- Free breakfast bagels every morning from 8am - 8.10am

Planners

Please look at planners regularly for:

- Timetable information – when got PE?
- Homework information – when due in?
- All detentions and sanctions – stamped into the planner
- Praise stamps and other awards
- Key dates, information, guidance, phone numbers etc
- Write us notes for things you need us to be aware of
- Sign it weekly please
- You can buy a replacement planner using iPay

ALL students must bring their bag and planner every day
If a student fails to bring their planner, a temporary one will be provided (3 times in a half term = detention)

Recognising we are
in difficult times....



New Y7 academy uniform paid for

Uniform Information:

What comes free? <i>(collect this today)</i>	What will I need to purchase?
One academy blazer	Any additional uniform items:
One academy skirt or trousers	
One pack of 2 white, hard collar shirts	Black <u>plain</u> school shoes – <i>polishable, must come below the ankle, not sandals/canvas/plastic/trainers etc</i>
One academy tie	Black tights (at least 40 denier) – <i>for use with skirts</i>
One PE – games jersey	Black socks (plain) – <i>for use with trousers (not skirts)</i>
One PE - shorts	Bag – <i>big enough for an A4 folder</i>
One PE – purple polo top	Pencil case – <i>with pen, pencil, ruler, eraser, etc. Pencil sharpeners are NOT allowed on site. Self sufficiency is positively promoted.</i>
One PE – black sports socks	

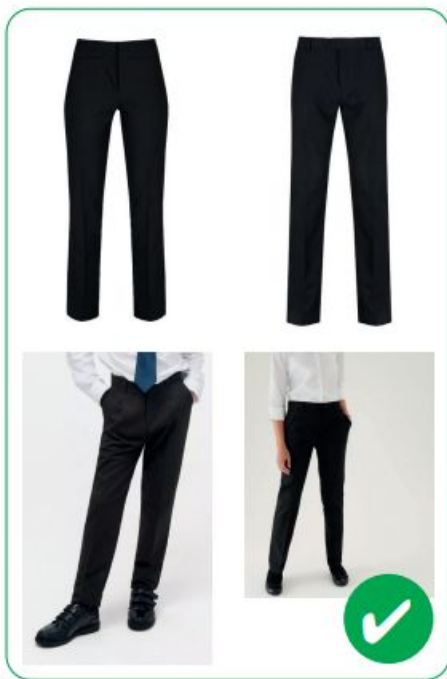
Note: for PE all students need suitable trainers and football boots – must be moulded or astroturf trainers, not studs

NON-LOGOED UNIFORM GUIDE

Effective from 1 January 2023, secondary students will no longer be required to wear logoed trousers and skirts. Students will still be required to wear appropriate school trousers and skirts, as described in this guide.

Trousers

- must be plain black and in a tailored formal style;
- must **not** be cropped, tight/skinny fit, made of stretch or patterned fabric. They should **not** have decorative buttons, buckles or fashion belts;
- jeans, flares, cargo, bootlegged trousers, tracksuit bottoms, jeggings or leggings are **not** acceptable.



Skirts

- must be plain black and in a tailored formal style. Skirts may be A-line, pencil or pleated (twin, knife or box pleat);
- tight-fitting, tube skirts are **not** acceptable;
- must sit on or just above the knee;
- must **not** be made of jersey, stretch or patterned fabric;
- must be worn with a minimum of plain black 40 denier tights.



Should you have any queries regarding uniform, please contact your child's Learning Manager. If you are unsure about a garment's suitability, we advise you not to remove any tags/labels and retain your receipt until the item has been checked by a colleague in school. The Principal will retain the final decision.

We believe that a smart uniform improves discipline, self-esteem and self-respect. Uniform focuses attention upon learning and away from distractions. So that all pupils have a sense of pride in their appearance, we ask that the uniform is worn appropriately and in its entirety, as described below.

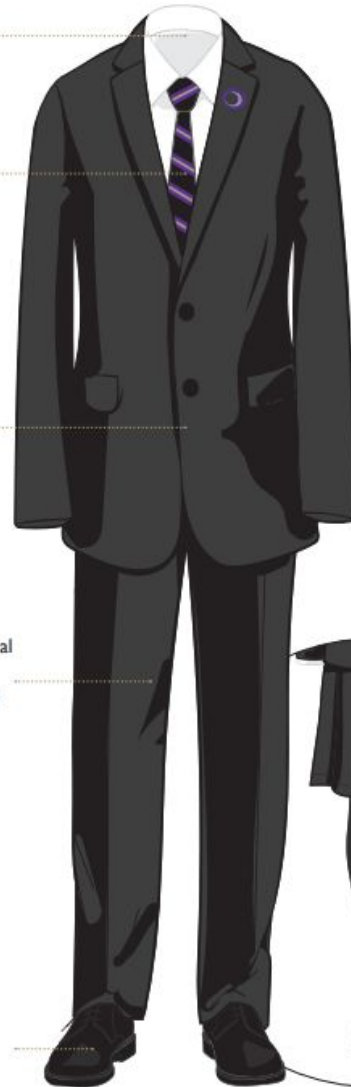
Shirt - school or plain white, long or short sleeved shirt with a stiff collar.

Tie - school clip-on tie available to buy from school, Trutex Direct and approved local uniform suppliers.

Jacket - black school jacket with school logo available to buy from Trutex Direct and approved local uniform suppliers.

Trousers - black tailored formal style trousers worn with plain black socks. Please see reverse for more information.

Shoes - plain black shoes free from embellishments and decorations. Heels should be no higher than 2.5cm/ 1 inch. No trainers, boots, pumps or canvas shoes. Please refer to the Uniform Policy for more information.



Tunic Dress - tunic dress - black, with school logo available to buy from Trutex Direct and approved local uniform suppliers.

Skirt - black tailored formal skirt which sits on or just above the knee. Must be worn with black tights. Please see reverse for more information.

Tights - plain black, opaque (not patterned) and a minimum of 40 denier. Nothing else should be worn on top or under the tights such as additional socks.

Students are reminded that

- sleeves on shirts, jumpers or jackets must not be rolled up at any time;
- shirts must be tucked in;
- ties must not be defaced with writing or by pulling threads;
- school bags must be large enough to fit a school planner and A4 workbooks;
- only badges agreed by the school may be worn on jackets. Other badges, e.g. charity badges, must only be on outdoor coats or bags;
- consequences can/will be issued for any uniform misdemeanour.

Optional V Neck Jumper - black full length sleeved V neck jumper.

Optional Outdoor Coats - should be fit for purpose and have no large logos. Please note that hoodies, fur, denim and studded leather jackets are not allowed. We also recommend that children who walk, scooter or cycle to school wear an item with high visibility, particularly in the darker winter months.

Access to Free Water

- Please bring a **refillable water bottle** – there are water stations in the Dining Room and Sports Block where free fresh water can be accessed. Please note that students **MUST** have a water bottle to be able to use these water dispensers.
- **ONLY** allowed to use these **in social times**.
- Free water is also available at the catering main servery point **in social times**.



Collection of Free Uniform Bundle

- The ordering of the uniform has now closed, if you did not manage to place an order, we have ordered a uniform pack for you (which you can use to swap for appropriate items).
- **The collection of the uniform will take place tonight until 7pm**
- We do not have the facility for students to try on the uniform in the academy. Take the uniform with you to try on at home
- After this date, please come to Visitor Reception for collection

Exchange of Free Uniform Bundle

Exchange Date: Thursday 27th July 10.30am - 3.45pm

- Trutex will be on site to enable any exchange of uniform from the bundle that is unsuitable. Please do not remove any labels.
- The uniform events are for collection and exchange only, no additional purchases can be made.

If you want to buy more uniform:

- Additional items can be ordered direct via the Trutex direct website <http://www.trutexdirect.com/>
- Items you buy through Trutex are delivered to your home address.
- Additional information regarding purchase is available tonight with your uniform bundle

Uniform Information:

Normanton School Uniform Exchange

- Families may obtain school uniform from the Normanton School Uniform Exchange.
- The location is a shop opposite B&M in Normanton. Uniform is provided free of charge.
- Open every Tuesday from 9am - 2pm during term time.

In addition:

Uniform donated to our academy by parents - is provided to any student who needs it free of charge.



The poster features a light blue background with a white torn-paper effect at the top. A yellow paperclip is at the top center, holding a piece of paper that says "FREE" in large black letters, followed by "Good quality, secondhand" in smaller black text, and "SCHOOL UNIFORM" in large white letters. To the right of the paper is a black silhouette of a shirt, and to the left is a black silhouette of a school bag. Below the paper, the text "Normanton School Uniform Exchange" is written in bold black font. Underneath that, it says "Visit the shop in Normanton Market (opposite B&M). No need to bring anything to exchange, just come and take what you need, it's all FREE!". Below that, it says "Open every Tuesday from 9am - 2pm during term time". Further down, it says "If you can't make it to the shop, just email normyuniform@gmail.com with what you need and we'll arrange a collection time that suits you.". At the bottom, it says "Follow us on Facebook for more information". In the bottom right corner, there is a logo for "the well project" with the text "Supported by:" to its left.

FREE
Good quality, secondhand
SCHOOL UNIFORM

Normanton School Uniform Exchange

Visit the shop in Normanton Market (opposite B&M). No need to bring anything to exchange, just come and take what you need, it's all FREE!

Open every Tuesday from 9am - 2pm during term time

If you can't make it to the shop, just email normyuniform@gmail.com with what you need and we'll arrange a collection time that suits you.

Follow us on Facebook for more information

Supported by: 

Staying in Touch

- Please ensure we have all up to date information - mobile and email
- You will receive an invite to our app XPressions - can view Google Classroom information (your child has to give you access to this once they have started). Please make sure we have your email address.
- Weekly Principal's Blog on our website
- Updates on what students are learning in all subjects and literacy and reading newsletters
- Follow us on Twitter [@OutwoodFreeston](https://twitter.com/OutwoodFreeston)
- Our website: <https://www.freeston.outwood.com/>
- Email us: enquiries@freeston.outwood.com
 - this is checked throughout the day by colleagues and passed onto the right person to support you
- Email us: transition@freeston.outwood.com
 - this is checked during the summer, we will reply when possible
- Text message via Groupcall - we will pass this to the correct person



Staying in Touch

- Please call us if there is an emergency
- However, texting us via Groupcall or emailing us on Enquiries is better

We aim to get back to you within 48 business hours - this is not always possible.

Please only come into the academy if you have arranged a meeting with someone - we are in the academy with young people and cannot leave duties, lessons etc

Student Data Pack

Student Data Pack – Thank you to all who have completed the online data pack. It is crucial that this is completed so that we know as much as possible about your child, including up to date contact details. If you have not completed the online document, please do so immediately - you can do this tonight!

Please contact us if your details change afterwards.

Transformative Culture: Be Safe, Be Respectful, Be Responsible

- Attend school on time **every day**
- Wear **full** uniform properly everyday
- Learn undisturbed by others in **every lesson**
- Make **full** use of learning time
- Always be **fully** equipped and organised for learning
(Pen, pencil, ruler, books, planner, PE kit etc.)
- Complete **all** homework and classwork
- Show **everybody** respect in words and actions
- **Keep** mobile phones in bags once in school
- **Always** ask for help if you need it
- **Always** give of your best!

- Thank you for listening
- Questions? – please see a member of staff at the end

Please remember to return the data pack to the academy as soon as possible