



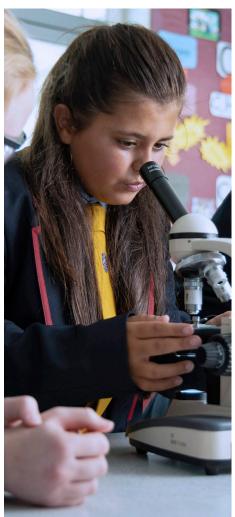
TRANSITION GUIDE Parents and Carers





















Dear Parents/Carers

RE: Welcome to Your Child's Secondary Journey

I am delighted to welcome you into our school community and look forward to working with you all during the next five years as your child journeys through secondary education towards adulthood. This is an exciting time and one they will remember forever. I feel privileged to be the Headteacher of this oversubscribed Academy and the number one choice for so many parents in this area.

We are passionate that we create the best opportunities for all students here at Bexhill Academy. Our students are provided with a wealth of opportunities during their five years with us, and as a result, we are creating a range of successful pathways for their futures. Learning is at the heart of everything that we do. We are focused on providing our students with the very best education and school experience. We are fortunate to have a dedicated, caring, talented and inspirational staffing body. Our team has a huge range of skills to ensure that our students achieve exceptionally well academically, and also develop the skills to become well-rounded, responsible citizens who have successful and fulfilling lives. We value every member of our community and celebrate successes at all levels. We are aspirational for all members of our community and support everyone to achieve their full potential. We promote an approach of collective responsibility to enable our students to thrive in an engaging and safe environment.

Together, as a partnership, we can create the experiences and build the qualities that will help your child to thrive for a lifetime. Together we can support them to flourish with the right skills, attitudes and behaviours that will enable them to navigate successfully through the unknown future. Most of all, we want every student to be happy and enjoy coming to school to be their best self and meet their full potential. We look forward to working with you over the coming years to make aspirations a reality.

Dr C Neal

Headteacher



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Bexhill Academy Values

At Bexhill Academy, we believe that our academy values underpin everything we do. Every decision that is made about our school/facilities/staff/students or stakeholders is done with these key values in mind.

- We are Aspirational We provide an ambitious, broad curriculum in which students feel confident in taking an active role and aiming high within their learning. We ensure students are challenged and show resilience and independence.
- We are Collectively Responsible We promote a culture where everyone in our community understands that their own actions and choices make Bexhill Academy the best school it can be. We collectively champion positive behaviour and celebrate our successes.
- We are Firm but Fair We are firm in upholding the highest standards, but we will never be unreasonable in our requests. This will help us ensure that every child feels safe, happy and secure in our school.

Transition

We are very proud of our transition programme. This year, Ms Gordon, our Senior Deputy Headteacher, embraced a new role focusing on our community and really taking the time to give the transition process the attention it deserves. As a school, we recognise the importance in a smooth transition from primary to secondary school and feel it is imperative to a successful start to secondary education.

Not only do we recognise that this is a big step in your child's education and daily routines, but this is also a huge milestone in the lives of our parents and carers. Your new year team will be here to support you every step of the way.

To aid with transition this year, you will know that we are piloting a summer school. Please, if you have not done so already, sign up for the classes we have left, as we know this will be an invaluable resource for your children. We would like to emphasise that the summer school is not mandatory but highly recommended. It will be a fantastic opportunity for your child to become familiar with the school environment and build connections with their future classmates. We encourage you to take advantage of at least one of these valuable sessions.

		MON	DAY	TUESDAY		WEDNESDAY		THURSDAY	FRIDAY
AM SESSIONS	9:00 - 10:00	READING PLUS	PARENT WORKSHOP - SUPPORTING YOUR CHILD WITH TRANSITION	GEOLOGY ROCKS!	GET MOVING! RACKET SPORTS	GET MOVING! FOOTBALL CAMP CREATIVE WRITING	READING AND LITERACY WORKSHOP	GET MOVING! FOOTBALL CAMP	FOOD PREPERATION - MAKE A SUMMER DESSERT
	10:00 - 11:00	MATHS SAVENGER HUNT		FUN MATHS					LIBRARY INTRODUCTION
	11:00 - 12:00	GET MOVING ATHLETICS		DRAMA					A JOURNEY OF SUMMER SCHOOL - CREATIVE WRITING
PM SESSIONS	12:30 - 13:30 13:30 - 14:30	FOOD PREPERATION - ITALIAN THEME	ATION SUPPORTING FOOD PREPERATION AN YOUR - PREPARE A PICNIC			GET MOVING! SUMMER SPORTS	START YOUR OWN BUSINESS - CREATIVE THINKING OUTSIDE SKETCHING	NO AFTERNOON SESSIONS	SUMMER SCHOOL FINISHED

Meet the Year 7 Team

Head of Year Mr Joseph Lovell



Pastoral Mrs Nicola Humphries



Senior Leader for Quality of Education Mr Gavin Parks



Deputy SENCOMiss Rebeca Thomas



Head of YearMrs Eden Hendrix



Administrator Mrs Jackie Houlihan



Senior Leader for Behaviour and Culture Mr Ben Eldridge

Form Tutors

7BA1 Mr Dean Loft



7BA6Miss Natalie Bishop





7BA7 Mr Ed Dadswell

7BA3Mrs Alex Rockett





7BA8Mr Gavin Parks

7BA4 Mr Ben Gower





7BA9Mr Dave Robertson







7BA10 Mrs Jo Makin



Dr Craig Neal **Headteacher Craig.neal@bexhillacademy.org**



Mr Roshan Dias

Operations and Business Director

Finance@bexhillacademy.org



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Deputy Headteacher

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Mr Chris Steward **Assistant Headteacher** *Christopher.steward@bexhillacademy.org*



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Your First Day

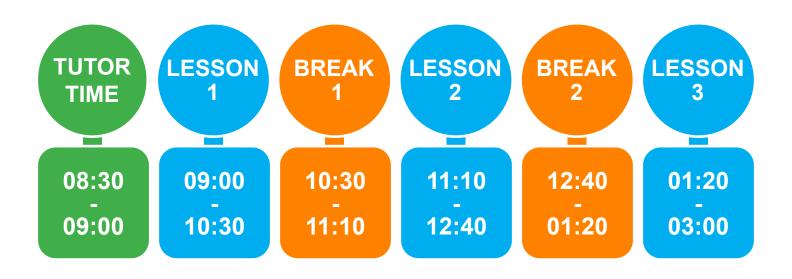
We know your child's first day of secondary school can be daunting. Where do you go? Who do you sit with? What will my teachers be like? These are all questions that might be on your child's mind. It is important that you and your child know that we are here to support you every step of the way.

We are located in the heart of the Bexhill-On-Sea community, and the community is of utmost importance to us. Many of our students walk to school from various parts of Bexhill, while others use cars, buses, or trains for transportation. The school day begins with Tutor Time at 8:30am; however, we encourage students to arrive at school at 8:20am.

A huge benefit to our building is that it is one big open space. This is excellent for a number of reasons. The first is that you can see most of the classrooms from anywhere in the atrium. It's great to get familiar with a space so that you begin to feel comfortable and with our Academy being one big open space, you will soon start to feel at home. The other benefit to the layout of our Academy is there is always a teacher on site. The building is laid out in number order, with classrooms labelled 1 - 22 clockwise on each floor, with corresponding floor levels. G is ground, F is first and S is the second floor.

During the transition days, student leaders will be positioned around the school to help with anyone who appears lost. The students in our school are constantly volunteering for tasks and opportunities where they can help. We believe this creates an inclusive environment where everyone works together and supports each other.

100-minute lessons may seem daunting, but the students at Bexhill Academy really enjoy them. Your day will start with a 30 minute tutor group and then you will role into three 100-minute lessons with breaks between each lesson.



Expectations

At Bexhill Academy, we have high expectations of students. We understand that from the moment your child begins their secondary school journey, to the minute they leave, it is our responsibility to prepare them for all the wondrous things that life has to offer. Things that may appear little, such as expecting uniforms to be worn correctly, encouraging promptness to lessons, or making sure they have the appropriate equipment, all aid in preparing our students for the real working world. This is why we put such emphasis on our expectations, as we truly set out to create the best opportunities for all. By delivering the highest standards and disruption-free learning, we know we are setting our students up for success.

We feel incredibly passionate about working closely with home to align and harmonise our approach with our students and emphasise collective responsibility. The partnership between school and home signifies a united front and sends a clear message to your child that their best interests are at the heart of everything we do. Our approach is firm but fair whilst maintaining a reasonable and professional attitude. We believe there is no excuse for poor behaviour or disruption to learning and believe it is imperative to a child's success for them to remain presentable, punctual and eager to learn.

School Uniform

At Bexhill Academy, we embrace our uniform. We see it as a blank canvas for all students to be treated equally and not defined by the clothes they wear. We encourage individuality in our students by the break time clubs they attend, after school clubs and in who they are as people, and we champion diversity. However, our school uniform should be worn appropriately and respectfully.

Each year group has a slight variation of the school uniform but the fundamentals remain the same.

We expect every student to wear the following in Year 7:

SCHOOL UNIFORM	PE KIT
 Light blue formal school shirt Bexhill Academy tie (Burgundy) V-neck jumper with burgundy trim (optional) Bexhill Academy blazer Bexhill Academy skirt (branded) and compulsory tights/trousers (non-branded)/Culottes (non-branded)/Shorts (non-branded) Black polishable shoes Bexhill Academy rucksack 	 Maroon technical polo shirt with logo Maroon 1/4 zip technical mid-layer with logo Navy blue technical tracksuit bottoms with logo Navy football-style sports socks Navy football-style shorts with the logo Navy blue skort with logo (Years 10 & 11 only) Navy blue leggings (Years 10 & 11 only) with logo

BASIC EQUIPMENT

- Pencil case
- Pencil
- Pen
- RulerRubber
- Coloured pencils
- Water bottle
- Knowledge Organiser (provided to you)
- Reading book

If a student is wearing the incorrect school uniform or is missing an item of school uniform, they will be sent to the uniform room before the Academy day to borrow an item. If the school does not have an item for the student to borrow or they cannot obtain one from going home/item being dropped off, then they will end up with an internal suspension.

UNIFORM/NOT ACEPTABLE

- Trousers and shorts must be smart tailored trousers – No chinos/jeans/leggings, no decorative studs, piping, sequins or visible labels
- No decorative or coloured belts
- Skirts must be worn with black tights only no over-the-knee/short socks
- No patterned tights
- Only a school logo skirt is acceptable and must be worn at a maximum of 5cm above the knee.
- No extreme hair colours/styles
- No jewellery except for one small set of studs in the lower ear lobe
- No flesh holes
- No brightly coloured socks/coloured laces in shoes
- Not hats or caps
- No hoodies
- · No canvas/suede shoes
- No boots/heels above 3cm

Behaviour Expectations:

- Maintain high standards of behaviour in the classroom.
- To move quietly and calmly around the academy building showing consideration for others.
- Treat the academy buildings and property with respect.
- To wear the correct school uniform at all times.
- · Accept and reflect upon sanctions when given, following the processes outlined in the behaviour policy.
- · To respect all members of staff and all students.
- Attend all lessons on time to adhere to the Safeguarding Policy.

During Lessons

Students must arrive to lessons on time and start their "do now" task. Throughout their lessons in each subject, students will engage in an enriching curriculum and are expected actively partake in learning. Good behaviour in the classroom is essential to your child's success at school as well as teaching them to be respectful of other students learning. Students are expected to arrive to their lessons ready to learn, with the correct equipment, this ensures there is no reason to leave a lesson within (at least) the first 15 minutes unless there is a medical emergency, a serious incident, or unless escorted by a staff member.

At Bexhill Academy, we make reasonable adjustments for managing behaviour, which is related to a student's Special Educational Need (SEN) or disability in accordance with the Equality Act 2010.

Mobile Phones

All mobile devices will be required to be switched off on entry to the academy and placed at the bottom of students' school bags, or in their trousers/shorts/culottes/blazer pockets before entering the building. Mobile devices cannot be used, seen, or heard until students leave the school reception green gate outside the main building.

If a student is seen with their phone out during the school day, their phone will be confiscated and kept in their year office until the end of the following school day. Alternatively, a parent/carer is able to pick up the phone before 5.00pm, the day it was confiscated. This follows new DfE guidelines.

High-Level Behaviours

Certain behaviours will not be tolerated at our school. Students will likely receive detentions or a suspension from school if they do not follow our Behaviour policy, which can be found on our Academy website.

Harmful Behaviours

At Bexhill Academy, we believe every student has the right to feel safe and secure and learn in an environment where harmful behaviours are not tolerated.

We take all claims of harmful behaviour seriously and resolve individual issues as promptly as possible, fairly and with a view to teaching students high standards of behaviour for the future.

Detentions

Detentions are based on missed learning and take place during the school day or after school.

• DfE guidance "Behaviour and Discipline in Schools July 2016" does not require parental consent and prior notice for detentions. However, we will endeavour to contact parents/carers by phone/email/text to inform them of the detention.

Prohibited Items and Searches

Headteachers and authorised staff members have the statutory power to search a student or their possessions (without their consent). Please see the Searching and Screening policy on our website for details.

Culture for Learning

At Bexhill Academy, we love to celebrate the success of our students. Students who produce excellent work, are consistently engaged in their learning, collect positive points, and make good academic progress will be rewarded through our comprehensive academy rewards programme.

We strongly believe that the Academy should recognise and praise students who are fully engaged with their learning. We aim to praise students at every opportunity using simple verbal recognition, written feedback, and more formal rewards. Using our *EduLink One* points system, students are appropriately rewarded in and out of lessons. The points can be awarded for various reasons, including but not limited to; quality of work/home learning, respect, use of language/numeracy, and leadership traits. These points accumulate, allowing the students to redeem them and purchase various items through our school rewards shop.

Students can purchase various prizes: Sporting equipment, stationery, hair bands, confectionery, toys and games. The students themselves have decided on the rewards through the Student Council. There are also promotional periods for specific goods, such as Easter eggs or selection boxes.

Students will also receive postcards, certificates, badges, nominations for termly celebration assemblies, and letters home from the different subject departments when they have made progress during a term.

Our 'Green On-Call' is used by staff members for students who produce excellent work or do something outstanding in an individual lesson. When a 'Green On-Call' is used, a staff member will visit the classroom to reward the identified student.

Throughout the year, trips, events and activities culminate in an end-of-year trip/event for each year group.

This year, the trips for each year group are:-

- Year 7 Legoland
- Year 8 Chessington World of Adventures
- Year 9 Thorpe Park
- Year 10 Port Lympne Safari Park
- Year 11 Prom

All of our students will have the opportunity to attend these end-of-year trips as long as they meet our expectations around behaviour and engagement in the classroom throughout each academic year.



'EduLink One' is our new Parent/Carer and Student communication platform, replacing *Class Charts*. Every student and parent/carer will be issued with a username and password to allow them to sign up for *EduLink One*.

EduLink One is an online system that can be accessed on any web-enabled device via the browser (Chrome, Explorer etc.) or via the EduLink app, which you can download on your mobile device. The EduLink One app is available for iOS and Android devices.

What does EduLink One do?

- Account Information This screen will let you see general information about your child, such as contact information, form tutor, etc.
- **Behaviour** Possibly the best feature of EduLink One, is the ability to have a live feed on your child's day at school. Positive/negative behaviour points can be rewarded to your child throughout the day, meaning that you can get a live update when your child is doing well in class.
- Achievements As an academy, we use EduLink One to reward our students through our Academy Reward Store, where students can spend the positive behaviour points they build up during the school year.
- Attendance Parents will be able to view statutory attendance statistics, late information, and lesson attendance statistics.
- Contacts This screen will show the contact information we hold about the account holder.
- Links Parents/Carers can access useful links from EduLink, including the school website.
- Noticeboard This will show useful documents relevant to the year group of your child.
- **Timetable** This gives you a view of your child's current timetable and will be kept up to date with any changes of teachers, groups, or rooms as they happen.
- **Homework** This will be used to signpost students' homework, so you will be able to see any outstanding/completed homework issued by class teachers.
- **Reports** This section will give you access to all of your child's reports, either since they joined AGGS or since we moved to an electronic system in 2014, whichever is later.

As part of your child's education at Bexhill Academy, they must have access to their EduLink One account. If you have more than one child in the school it is easy to switch between each one on the parent home screen which can be seen after logging in.

What if I can't find my EduLink registration Email?

The registration email will be sent directly to the email address we hold for you on our system. If you cannot find this, please check your junk email. The email will come from <code>EduLink</code> communication (<code>edulinkcomms@aggs.bfet.uk</code>). If you still have not received the account registration email, please contact <code>christopher.steward@bexhillacademy.org</code>. Please <code>do not</code> email <code>edulinkcomms@aggs.bfet.uk</code> as the email address is unmonitored and does not allow incoming mail.



Paying money to the school online is simple and easy. In an attempt to remove all cash and cheques from school, we are asking all parents to use our preferred method of payment: School Gateway. School Gateway is an online system used to pay for dinner money, locker keys, trips, and all other school activities. Paying for school items online is quicker and easier for you, safer for children, and more efficient for the school. It gives you the freedom to make payments whenever and wherever you like, 24 hours a day, seven days a week, and an electronic record of your payments is held to view at a later date.

Please ensure you have registered your current email address and mobile phone number with the school. Please update the admin office if you still need to register this information.

How to get set up:

- Go to www.schoolgateway.com
- When you visit the School Gateway website for the first time, please select 'New User' and enter the
 email address and mobile telephone number you have registered with the school. Please remember
 to update the school with any future changes in email addresses or mobile phone numbers.
- Once activated, the system will send a PIN code to your phone; please enter this PIN code, and your
 account will be activated for you.
- As soon as you have the system set up, you can pay money to the school online rather than send cash or cheques. This information and a step-by-step guide are available on our school website.

If you have any questions or suggestions, don't hesitate to get in touch with Christina by email at: christina.day@bexhillacademy.org.

Your child's School Gateway account will be activated once they have attended their **first day at Bexhill Academy**.

Your support in using School Gateway will help the school enormously; thank you.

Finance

Lockers

These are not compulsory, but if you would like to purchase a locker, these will be available on the School Gateway at the beginning of the term. A locker costs £5, and this money is reimbursed when they return their key at the end of Year 11.

Cashless Catering

The students will pay for their meals/snacks using the secure fingerprint system. Students will be registered to use the biometric system in Term 1. To top up their account, please use the online system: School Gateway. Students entitled to free school meals will have their daily allowance placed on their account.

Biometric System

The biometric system is designed to create benefits to staff and students.

- Reduction in queueing
- · Reduction in administration
- Reducing the chances of losing money
- Not having to remember a card

Bexhill Academy will comply at all times with the Data Protection Act and the guidance given by Becta and the Information Commissioner's office regarding the use of biometric data. Fingerprint images will not be stored by the system (instead, a set of coordinates will be translated into a string of numbers and encrypted). The data held could not be used to recreate a fingerprint image, nor could it be used in a forensic investigation.

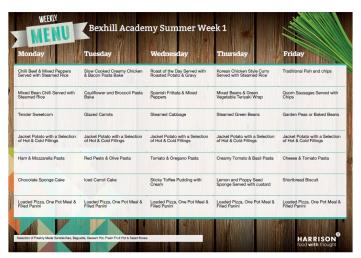
Harrison

At Bexhill Academy, we work closely with Harrison's catering to provide fresh food to our students. With all that brainpower being used in lessons, it is important to us that students are getting a nutritional diet. Harrison delivers three week-long menus that are on rotation each term and then change throughout the seasons to reflect the freshest seasonal ingredients.

The quality of our food is partnered with the quality of our service - after all, we are Food with Thought! Quality isn't just what we look for in our ingredients, it's what we offer in our service. Harrison is who we are because we respect what goes into your meal as well as the people that prepare and deliver it.









The Role of a Tutor

What does a form tutor do?

Your tutor is your main point of contact in school. The role of the tutor is to provide consistency, routine and a friendly face who is always there to support.

Registration

The registration group may be referred to as the tutor group, form group, or form number. One of the main responsibilities of the form tutor is to register your child at school.

There are two official registration times during the school day: first thing in the morning and at the start of Lesson 3. The tutor only completes the morning registration.

Attendance and Punctuality

The form tutor will monitor punctuality and attendance through the register. If your child is ill or off school, it is helpful to let the school know before the morning register is taken. The **school absence** line is 01424 730722 (option 1) or the **text service** is 07480632723.

If your child is marked absent in the morning without reason, you should expect a telephone call at some point in the day from the school office to ask why.

The form tutor will also mark your child late if they do not turn up on time for registration. It's a good idea to encourage your child to be punctual. As your child gets older, they will become more responsible for their punctuality. Late students will get negative behaviour points.

Your child's form tutor will be part of the support network of teachers who will help your child understand and appreciate the importance of being on time and meeting their work deadlines in readiness for life.

Uniform and Presentation

Another of the form tutor's duties will be to check students in their class are dressed in the right uniform. At Bexhill Academy, we value our uniform and everything it stands for. It is important to us that students understand the importance of professional dress. Knowing how to dress appropriately is a skill that will serve your child throughout their life.

In addition, students who are appropriately attired are prepared for lessons, creating a uniform and distraction-free environment.

Equipment Checks

The school expects your child to have their own equipment for each day. Basic equipment would include a pen, pencil, ruler, rubber, and subject-specific equipment such as a scientific calculator or a protractor. The tutor will check that your child has all their equipment in the morning to support them in having a smooth day. This is because when a whole class has the correct equipment it aids in the lesson running smoothly and allows students to access all of the learning in the lesson.

Monitoring Progress

Your child's form tutor will have access to their report data and progress in each subject. They are the first contact point for any initial concerns you may have about subjects and they can make understanding your child's grades for effort and attainment a little easier.

For non-teachers, the language used around grades can be confusing, so the tutor should be able to clarify. The tutor is also likely to have regular conversations with each of their tutees about issues such

as managing homework. In addition, they would be the person to speak to for login issues to our online sites such as *Google Classroom* or *EduLink*.

Keeping up with Homework

Home learning is a vital part of your child's education. It gives the student a chance to attempt a task away from the classroom so that the teacher can understand their comprehension. We want our students to be learning not just remembering. If you have an overview of your child's homework expectations, you can support them in managing their time at home, particularly at the start of a new school year when it can often seem a little overwhelming.

Form tutors will help students with being organised for homework, and will work with parents to ensure they can also monitor the progress of home learning.

Student Advocate

Starting secondary school can be a big adjustment for your child, but their tutor will be there to help and support them every step of the way. For example, the tutor can make sure your child knows where to grab a snack during break times, help them find a buddy to hang out with, and even show them the best quiet spots in the school for a little breather when needed.

As your child progresses through school, their tutor will continue to offer support in various ways. They'll help your child become more independent, navigate through challenges, handle exam stress, and even assist them in managing their time effectively to meet deadlines and expectations.

Communicating with Your Child's Tutor

Your child's tutor will be in touch early on in September. It is vital that you establish a trusting, long-term relationship as the tutor also sees your child every school day. They will also be contactable by email. If they can't answer your questions, they'll be able to point you in the direction of someone who can. If you feel a face-to-face conversation is better, you could also make an appointment.

The form tutor should be the first member of staff that your child will see in the morning and the one with all the messages and information. Your child's form tutor will support them on difficult days and celebrate their successes and achievements on good days, big or small.

The Learning Journey

Each subject has a different and tailored learning journey designed to communicate to students the key knowledge and skills they will be developing whilst studying their subjects across the five-year curriculum.

We expect all students to come to the lesson with their equipment, ready to learn. Students are expected to complete all class work and home learning tasks set by the deadlines given. Lessons are planned to include opportunities for independent learning, and home learning is integrated into the curriculum to enhance a student's ability to study independently.

We expect all students to be engaged in their learning and complete work to the best of their ability. We strive to cultivate inquiring, inquisitive minds through our curriculum and lessons, encouraging students to ask questions and develop a desire for powerful knowledge.

100 Minute Lessons

100-minute lessons allow students to deepen their learning and understanding. During these lessons, students will have the opportunity to retrieve old ideas, introduce new concepts, and demonstrate or practice what they have learned. There is time for teachers to support students to transfer learning from

their short-term memory into their long-term memory, as well as provide context and application of the learning that enriches and deepens their learning.

Bexhill Academy's 100-minute lessons have consistent start and end routines and share language for activities. This further reduces cognitive load and allows students to feel confident in their learning.

Bexhill Academy Learning Cycle:

At Bexhill Academy, we have a learning cycle that has been deliberately designed to achieve high-quality teaching consistently.

The cycle is simple, functional and flexible and provides teachers with a guide to be adapted and implemented alongside our 100-minute lessons. A range of strategies is used throughout this cycle to support learning and meet the needs of learners within the classroom.

Learning Cycle - Do Now Knowledge Recall

To ensure the 100-minute lessons have a consistent start at Bexhill Academy, the students take part in our 'Do Now Tasks' which are 10-minute knowledge retrieval tasks. The tasks are accessible to all students and can be completed independently. Teachers may display thes on the board or provide printed copies for students. The teacher will then feedback on the answers and check for student understanding. This allows students to recall previous learning and access background knowledge needed for their learning that lesson.

Learning Cycle - I do, We do, You do

During the 100-minute lesson, students will go through several 'I, We, You' cycles. This time allows students to understand how to approach different aspects of their learning. The 'I do' part is where the teacher models expectations from the students and they can show excellence in that specific task. The 'we do' helps the students become independent learners by working with peers and their teacher to create a model of their own, adapting to the student. Finally, the 'you do' task allows the students to demonstrate their best work independently and produce a perfect piece within a lesson.

Learning Cycle - Feedback

Feedback from marking and peer/self-assessment will inform the student where to go next, indicating what they are doing well and, more importantly, their next steps, so that they know how to improve and refine work. This is so students can celebrate their skills, develop, and be proud of their work.

Feedback from marking often happens at the point of learning during the 'You do' task. The students at Bexhill Academy work for an extended period of time on a 'You do' task where the teacher circulates and checks understanding. Live marking takes place during this time with students responding to the feedback.

During our 100-minute lessons, it is also possible for the teacher to give feedback by providing answers or modelling an example. Students may peer or self-assess based on a checklist or success criteria agreed upon previously. There will also be opportunities throughout the 100-minute cycle to assess the students' knowledge through the use of red/green cards, mini whiteboards and quizzes.

Learning Cycle – Oracy

At Bexhill Academy students will have the opportunity to explore their understanding of the new information. Concept cartoons, structure discussion or stimulus information will provide a platform for structured and purposeful talk. Clear time limits are provided and teachers circulate to check for understanding, respond to student ideas and share.

Learning Cycle - Reading

Reading at Bexhill Academy is one of our main vehicles for success, providing all of our young people with the opportunity to develop their reading ability which will help them to access texts that are more comple. Our ultimate goal is to help all students read at their chronological reading age through a range of strategies, interventions and programs.

In the classroom

Students will read a variety of challenging and engaging texts in their lessons to aid their learning. To support our students with reading in the classroom, teachers will use our High Five Reading Strategy. This strategy uses the following tools:

- · Activate background knowledge
- Duel code text
- Identify key ideas
- · Questions linked to text
- Summarise the text

Students will also be supported by modelled reading from their teachers and the use of reading rulers and reading mats.

Supporting Reading outside the Classroom

Reading intervention will take place to help students who are not reading at their chronological age. This intervention will use reading programs such as Lexonik and Lexia as well as Reading for Pleasure to help all students be secondary ready to read. These sessions run during the school day, in small groups, with our reading intervention team.

Reading in Tutor Time

All students will be exposed to a range of challenging and exciting texts during Tutor Time. This will allow students to foster a love of reading and experience a variety of texts across the year. Competitions and activities will run through the academic year to excite and challenge our students in reading using famous texts and events such as Harry Potter, A Christmas Carol and World Book Day as themes.

Reading for Homework

All students will be asked to complete five reading blocks each week and one vocabulary block on *Reading Plus*. These blocks will last an average of 10-12 minutes and will be reviewed in Tutor Time every week.

Your child will be given a Reading Plus login. This will ask for:

- 1. The Site Code RPBEXHILLA
- 2. Username This will be your child's name
- 3. Password gwerty

Reading Plus is a brilliant programme that has been developed for young people to teach them to be stronger readers. It does this by developing silent reading fluency (reading speed), then introducing more complex stories (for comprehension), and advanced vocabulary (for knowledge).

Students have 800+ high quality online reading texts to pick from that are constantly updated and adapted to meet every individual's needs, regardless of what level they are reading at. Reading Plus is an online reading software which works best on a computer or tablet. If students do not have access to this at home, a homework club is available every day in the library from 15:00-16:00pm where this can be completed.



Learning Cycle – Assessment and Reporting

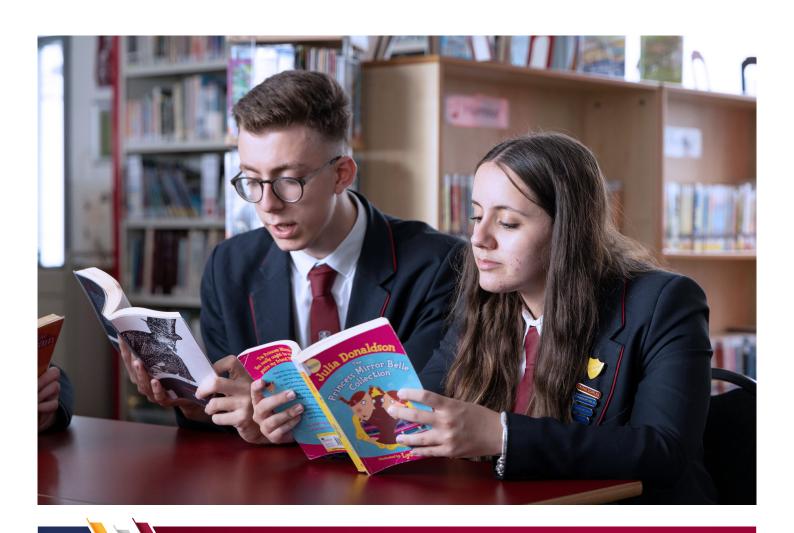
Students will be assessed regularly in lessons in a variety of formats. All forms of assessment will be marked, whether by self and peer assessment, verbal or written feedback. Layered key assessments will develop recall, whilst appropriately challenging tasks will enable students to build upon their learning and apply their knowledge.

Knowledge and Skills

These are fundamental elements to success and a vital part of every lesson; we describe them as powerful knowledge. The Knowledge Organiser will be a valuable tool to assist learning in and out of the classroom; it provides the essential knowledge from each subject each term. Students will have regular tests based on the Knowledge Organiser to assess their recall of this vital information.

Challenge

'Challenge' is part of every lesson. Each student, whatever their level, is challenged to improve. Learning is challenging, and learning new concepts and skills requires resilience. We encourage all our students to develop this important life skill, teaching them that making mistakes is part of the learning journey and providing them with a safe environment in which to push themselves to achieve their full potential.



Bexhill Academy Core Curriculum

The Key Stage 3 curriculum at Bexhill Academy is designed to develop breadth and depth of knowledge and skills. We have a very exciting and high-value curriculum in place for students, and our fabulous teachers are very excited to deliver this.

The core element contains English, Maths and Science, with students receiving five lessons a fortnight for English and four lessons a fortnight for Maths and Science. These subject areas will continue throughout their school journey as it is a compulsory element.

In Year 7 students receive two lessons of Art and one lesson of Drama and Music a fortnight. In Year 8 students receive two lessons of Drama and one Art and Music lesson a fortnight. In Year 9 students receive one Art, Music and Drama lesson per fortnight. We intend to ensure all students have an opportunity to develop their creative skills and outlook both in and out of the classroom.

Health and wellbeing are essential as physical and mental wellbeing enables healthy and active learners. Physical Education provides a wide range of sporting opportunities but also a theory aspect focusing on fitness, diet and the importance of exercise. Students in Year 7 and Year 8 will receive three lessons per fortnight. In Year 9 students receive two lessons in Physical Education per fortnight.

PSHE is taught in the curriculum and drop-down learning days, and addresses various content including careers, resilience, health and sex education.

Computer Science is delivered once a week. Students receive two lessons in Geography and History each fortnight in Year 7 and Year 8 and three lessons per fortnight in Year 9. All students receive one lesson in Philosophy & Ethics.

Students receive two lessons of Languages per fortnight. This will be either Spanish or French based on their band.

During Year 9, the Option process begins where students can choose certain subjects for Key Stage 4.

SEN

At Bexhill Academy we value the individuality of all students. We are committed to giving all students every opportunity to achieve the highest of standards. We do this by taking account of students' varied life experiences and needs. We offer a broad and balanced curriculum and have high expectations for all students. The achievements, attitudes and wellbeing of all our students matter.

The more information that we can gather before your child starts at the Academy, the better to make sure that their needs are met.

In addition to a broad universal provision, our Inclusion Team offers a range of targeted interventions including:

- Reading
- Language and Communication
- Social, Emotional and Mental Health
- Gross and Fine Motor Skills
- Home Learning Support

To help us identify any potential barriers to learning and to understand your child's current academic potential, all students undertake a range of baseline assessments and screenings. Further information is available via the links provided.

Cognitive Ability Testing (CATs)

https://www.gl-assessment.co.uk/assessments/cat4/

New Group Reading Test (NGRT)

https://www.gl-assessment.co.uk/assessments/new-group-reading-test/

Dyslexia Screener

https://www.gl-assessment.co.uk/assessments/products/dyslexia-screener-and-dyslexia-guidance/

Secondary Language Link

https://speechandlanguage.info/secondary

If parents/carers have any worries they can get in touch with **Miss Thomas**, the **Assistant SENCO** for Transition, **rebecca.thomas@bexhillacademy.org**

Knowledge Organisers

What are Knowledge Organisers?

A Knowledge Organiser is a booklet of key information given to every Year 7 student six times a year at the start of every term. Knowledge Organisers summarise key information that subject teachers would like students to know, understand, and learn to support students to be confident and successful learners

Do students need to bring their Knowledge Organisers to lessons?

Yes. Students are expected to bring their Knowledge Organiser to school every day; this means having it readily available every lesson and in every Tutor Time.

Subject teachers will ask students to use their Knowledge Organiser to check key facts and ideas, to check the spelling of keywords, to help recall facts, dates and data, and to help students read about the ideas, theories and issues studied in lessons.

How can I support my child to use their Knowledge Organiser at home?

Knowledge Organisers support students to work independently and develop the skills needed to be successful and confident learners. They are most effective when used as part of learning in school and at home daily.

At home, you can support child by:

- Checking that they have packed their Knowledge Organiser in their bag ready for school.
- Reading through the Knowledge Organiser and becoming familiar with the content yourself.
- Select keywords and phrases and set your child a spelling or definitions test.
- Support the understanding of keywords and phrases by writing them out as part of new sentences.
- Encourage your child to create mind maps and summary cards for each subject page.
- Encourage students to draw images based on subject knowledge and label them.
- Work together to conduct further research on a topic or idea that has captured your child's interest.
- Remind your child, when homework is tricky or answers do not seem "instant", that the Knowledge Organiser is a source of support and help.

Homework

At Bexhill Academy we believe that high-quality homework undertaken by our students independently and outside of the timetabled curriculum will positively impact their progress. It will help them achieve their full potential and become flexible, independent learners who can cope with the demands of a future working life.

Key Stage 3

Students will be provided with homework in the following subjects weekly: English, Maths, Science, History, Geography and Languages. All other subjects will set one homework per term. In addition to this, students will be expected to engage every week with Reading Plus. A homework schedule is provided to help students manage homework allocation.

We expect students to work for approximately 30 minutes on each piece of homework; any longer activities or tasks will be broken down into smaller accessible chunks to support students.

Key Stage 4

Students will be provided with homework weekly in all subjects: English, Maths, Science and in each of their Option subjects.

Each piece of independent learning should take approximately 30-45 minutes; any longer activities or tasks will be broken down into smaller accessible chunks to support students.

Setting Homework and Rewards on EduLink

Homework will be set using Google Classroom, paper copies, Seneca, *Sparx* Maths etc. depending on what is most suitable. However, for it to be a clear task for students and parents/carers to see, it will always be signposted on *EduLink*. Please find additional details regarding the homework set for each subject in the *Parent Homework Guide*.

Students will be awarded positive points for submitting their homework; non-completion will be recorded on *EduLink*.



Safeguarding

When you start at Bexhill Academy, many of you will be making your own way to and from school alone or with friends for the first time. Parents and carers will often allow you to have a mobile phone so that they can contact you and be reassured of your safety during this journey. Whilst the Academy recognises mobile phones may be useful and convenient on some occasions, for example, before or after school, they are not to be used at Bexhill Academy during the Academy day. Misuse of mobile phones is a serious safeguarding risk and can cause severe disruption and distraction to learning, therefore, it is vital that everyone adheres to the safety requirements.

There are, however, some **important rules regarding mobile phones at Bexhill Academy.** You must remember to ensure we respect our community:

- I must turn my phone off and put it in my bag or pocket before entering the Bexhill Academy building.
 We do not allow mobile phones to be used in our school until the end of the day and students have left
 the building and are past the green exit gate if they are seen the mobile device will be confiscated
 until the end of the next day, or a parent/carer can collect the device before 5.00pm on the same day
 from reception. (Parent /carers unable to collect the phone on a Friday will require the student to stay
 until 4.00pm in SLT detention.)
- I will not give out personal information such as my address, telephone number or parents'/carers' work address/telephone number without my parents'/carers' permission.
- I will tell my parents/carers or a school staff member right away if I come across something that makes me feel uncomfortable.
- I will never agree to get together with someone I "meet" online without first checking with my parents/ carers. If my parents/carers agree to the meeting, I will be sure that it is in a public place and bring a parent/carer along.
- I will talk with my parents/carers about posting pictures of myself or others online and not post any pictures that my parents/carers consider inappropriate.
- I will not respond to any messages that are mean or in any way make me feel uncomfortable. It is not my fault if I get a message like that. If I do, I will tell my parents/carers or a member of the school staff right away.
- I will not give my passwords to anyone (even my best friends) other than my parents/carers.

As detailed in the home school agreement, many apps or social media sites have age restrictions and should not be used by students under the age limit. The responsibility for this lies with the parents/carers, and the Academy will have no involvement in any social media issue when the students have accounts they are not allowed to have.



- I will be a good online citizen and not do anything that hurts other people or is against the law. I will be respectful of others. I will be mindful of my online conduct, the content I am looking at, who I am making contact with and what commerce sites I am using.
- I will NOT take pictures of anyone in our school, including adults, without the permission of the Academy.

I will make sure my parents can:

- Monitor my phone for the apps that are downloaded.
- Enact parental controls on phones and consoles.
- Review the messages they send on platforms and apps, making monitoring part of a daily or weekly routine.
- Set expectations about what space (preferably communal) and times I have access to devices.

Please find below some links for supporting online use and reporting concerns. We have also added a helpful guide on age restrictions for various apps.

https://www.nspcc.org.uk/keeping-children-safe/online-safety/online-safety-blog/2023-01-12-is-whatsapp-safe-for-my-child/

https://www.nspcc.org.uk/keeping-children-safe/online-safety/social-media/

https://www.nspcc.org.uk/keeping-children-safe/online-safety/

https://saferinternet.org.uk/guide-and-resource/parents-and-carers

Link for reporting concerns – https://www.childnet.com/help-and-advice/how-to-make-a-report/

MY VOICE

It is important that students know there are places they go in the building if they feel they, or a friend, need support. My Voice is a platform that students can access via our school website where they can report any safeguarding concerns they have. It is important students can distinguish between a friendship fall-out or something that can be addressed with their pastoral manager, and something that is regarded as safeguarding. For example, Safeguarding concerns could involve a threat to life or involve prohibited items.



MILO

At our school, we are very lucky to have a full-time mental health practitioner and her Therapy Dog, Milo. Ms Ransom runs break-time drop-in sessions for anyone who might need support or just someone to talk to... Milo is also a great listener.



Attendance

Attendance Procedures

At our school, we place great importance on high attendance. It is proven that students with good attendance will achieve higher grades and great attainment. By attending school every day, your child is exposed to learning a variety of skills beyond academics. Being present in school every day provides your child with ample opportunities to make friends, socialise, participate in break time and after-school clubs, and develop interests beyond the classroom.

The Attendance Team often hosts events or presents rewards to those with good attendance. Students are encouraged to strive for 100% attendance in order to secure 100% attendance vouchers/prizes or *ClassCharts* points. Don't have the fear of missing out!

- Excellent Attendance 100%.
- Good Attendance 95% and above.
- Fair attendance 91% and above.
- Poor attendance Below 91%.

If your child's attendance falls below the expected level, you can expect to be invited to a meeting at the school to discuss ways to help improve their attendance. If a child is absent from school, parents or caregivers may receive a phone call or a home visit regarding the absence. Students may be referred to the Academy's Educational Welfare Officer (EWO) for support in improving their attendance if it drops even further.

Extended Leave

It is recommended that families plan their holidays during the school holidays. Please consider that any absence during term time (such as going on holiday or taking extended leave) will be considered unauthorised. Parents may even receive a fixed penalty notice. Time off school during term time will affect your child's attendance and attainment.

Your child will miss:

- Valuable lessons
- Social time
- Possible educational vVisits
- Exams
- Extra-curricular clubs



Our Attendance Officer

Attendance Officer - Mr J Bayliss - Joseph.bayliss@bexhillacademy.org

The role of a school attendance officer is to assist the Academy in enhancing attendance and addressing the requirements of children and young individuals who do not meet the expected attendance. We achieve this by offering support and guidance to students and their families. This includes using various techniques such as group mentoring, working with outside organisations, and informing parents or carers about their responsibilities and rights regarding regular school attendance and the legal procedures involved in cases of non-attendance."

In partnership with other agencies, the Attendance Team also assists the Academy in devising effective strategies to maintain or enhance attendance levels, thereby meeting the Academy's performance indicators and targets. They meet with pastoral managers weekly to ensure consistency and deliver training to staff regarding school attendance strategies as appropriate.



Student Absence

It is a legal requirement to inform the Academy if a student is going to be absent or will be arriving late for any reason. Without a phone message or email, our staff have no way of knowing whether an absence is due to your child not being sent to school or being sent and not arriving. If your child is unwell or going to be late for school for any reason, for their safety, please contact the school before 8.30am by either of our preferred methods:

By text – 07480632723 Absence line – 01424 730722 – press 1 Email – Admin@bexhillacademy.org

Reporting an absence by telephone message or email will be sufficient in explaining a day's absence or continual absence up to three days in a calendar week. Please contact the Academy again on the fourth day if your child's absence continues beyond three days. Please be aware any absence of four days or more requires medical evidence to be provided to the Academy. Parents/carers can be fined by ESCC if medical evidence is not provided.

Lateness

The academy day starts at 8.30am and we expect all students to be in class at that time. Students should aim to be at the Academy by 8.20am to ensure they are ready for the day ahead.

Medical Appointments

We ask parents to give the Academy advanced notice of medical appointments where these cannot be arranged outside of school hours. If a medical appointment requires your child to leave during the school day, a letter from you is still required and needs to be shown to your child's Year Group Administrative Assistant for signature by 8.30am on the day of the appointment. When signing out, this letter must be handed to Reception as it is confirmation that they have permission to leave.

We understand it is not always possible to make medical appointments out of school hours, but we appreciate your efforts to keep the missed time to a minimum. Please note that the Academy will only mark the student out for the appointment duration that we consider reasonable. If the medical appointment takes your child out of school for longer, we ask parents to give the Academy advanced notice and the reason.

Absence Request

The Department for Education (DfE) has amended the regulations and guidance in relation to absences in term-time. There is no automatic right to take your child out of school during the school term. Government legislation no longer enables Headteachers to authorise requests for leave for children to be taken out of school unless there are considered to be exceptional circumstances. More information can be found in documents found on our Academy website.

School Policy with regard to students becoming unwell or injured during the school day

- Students who feel unwell or are injured during the school day will be sent to the medical room for assessment. The Welfare Officer/First Aiders will decide the appropriate course of action, and a phone call to parents/carers will only be made if necessary.
- To safeguard our students, anyone feeling unwell or who has been injured must be assessed by our Welfare Team.
- Students who are picked up from school by parents/carers during the school day without going through the medical room procedures will have their absence recorded as unauthorised.

Scholarship Programme

At Bexhill Academy we provide our students with a special chance to receive scholarships if they demonstrate outstanding skills, talent or enthusiasm in a particular aspect of school life. These scholarships are highly respected and valued.

The range of scholarships we offer reflects our diverse and holistic vision for providing a world-class education. It ensures we celebrate and develop our students' outstanding abilities in various areas.

As well as ensuring a student can flourish in their scholarship area, we also provide exclusive opportunities to develop the all-important life skills that will set our students apart in their future.

Our Scholarship Programme focuses on developing essential skills such as leadership, ambition, compassion, communication, problem solving, resilience and creative thinking.

We are fully committed to and invest heavily in our Scholarship Programme and have high expectations of our Scholars. They are expected to take a leading role in the Student Council, demonstrate exceptional behaviour and attendance, act as ambassadors for the school, and be positive role models for all.

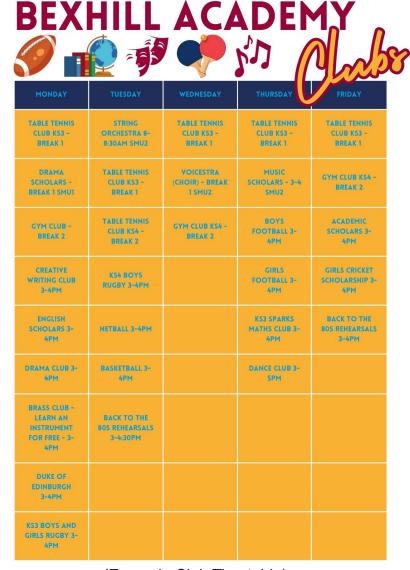
Bexhill Academy is a central part of the local community with many partnerships and collaborations. Our Scholars are also crucial to this. They can regularly represent the school at events, support the local community and its residents, and work hard to improve our local area in many other ways.

More information about scholarships will be available at the Scholarship launch event in September.



Afterschool Clubs

We have an extensive extracurricular timetable at Bexhill Academy. All clubs are staff-run and free for students to attend. It is incredibly important to us that students develop passions beyond the classroom. Clubs and hobbies are proven to stimulate the brain and increase dopamine levels supporting fulfilling lifestyle. We encourage our students to develop an interest in activities outside of the classroom to nurture pride and perfect a skill or craft. Not only is this great for wellbeing and mental health, but it is also great to explore other interests with careers in mind. There are millions of careers in the world and it is important to us that our students are aware the world is their oyster. If a student has a particular interest in singing, for example, we will do everything in our power to support and cultivate that talent alongside dayto-day learning.



(Example Club Timetable)



Staying Connected/Improving Links with Home

We pride ourselves on being a community school, where students, parents and staff come together to create a supportive and inclusive learning environment. As your child transitions from primary school to secondary school, we understand the importance of maintaining strong connections with home.

To keep parents and carers informed about the latest school news, events and updates, we have established various communication channels. We actively update our Facebook and Instagram pages with photos, announcements and highlights from school life. Make sure to follow and engage with us on these platforms to stay connected with the school community.

Our school website features a dedicated blog section, where you can find articles written by students and staff, showcasing their achievements and experiences. The blog provides insight into the vibrant and dynamic learning environment your child will be a part of. We encourage you to explore this section and share the blog posts with family and friends.

In addition to digital communication, we understand the importance of direct interaction. We send out weekly newsletters to keep you informed about upcoming events, academy updates and important notices. These newsletters are a valuable resource to stay updated on your child's progress and involvement in school life.

To further strengthen the bond between the school and parents, we host termly parent forum meetings. These meetings provide an opportunity for parents to share their views, ask questions and provide feedback on various aspects of school life. We value your input and believe that collaboration between home and school is crucial in ensuring your child's success.

As part of our commitment to fostering a strong community, we also invite parents to contribute to our termly magazine. This magazine showcases the achievements and talents of our students, as well as highlighting events and initiatives happening within the school. We encourage parents to share their stories, experiences and insights to create a sense of shared pride and accomplishment.

At Bexhill Academy, we believe that staying connected with home is essential for your child's progress and wellbeing. We are dedicated to maintaining open and transparent communication channels, ensuring that you are always informed and involved in your child's educational journey. Together, we can create a strong and supportive school community where every student can thrive.

Communication Officer - Ms Honor Munro - communications@bexhillacademy.org



WiseUp

This year, we are thrilled to announce our collaboration with 'WiseUp'. WiseUp is a company that specialises in providing team-building activities for large groups of students. We understand that entering a new school can be daunting, especially if you don't know anyone and are surrounded by older students. That is why we believe that a team-building activity will greatly benefit the year group and help them bond together.

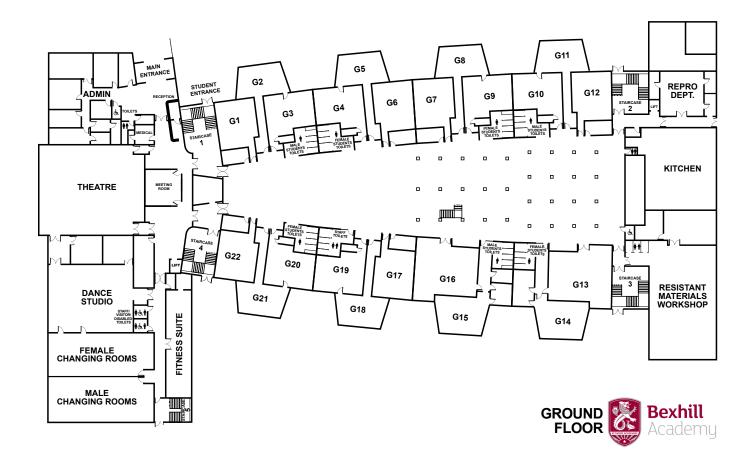


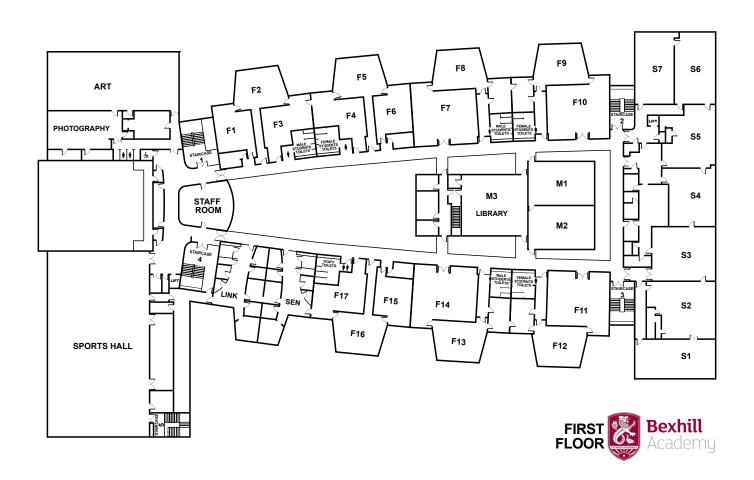
The Hub Challenge features a varied mix of challenging tasks for the perfect team-building day. We hope the Hub Challenge will foster a sense of unity among the year group, and establish connections that will continue beyond the activity day. We look forward to hosting this event and hope everyone will enjoy the Challenge.

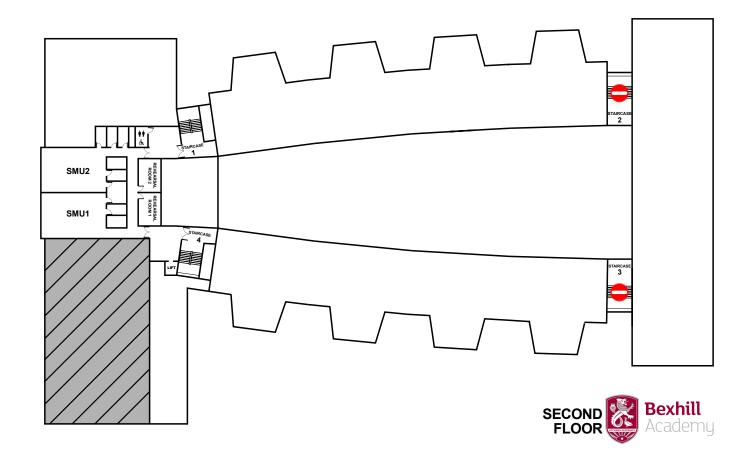
https://www.wiseup-teambuilding.co.uk/









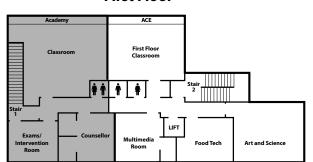




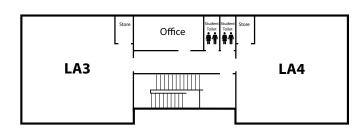


Languages Annex

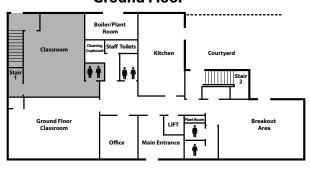
First Floor



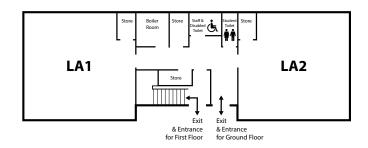
First Floor



Ground Floor



Ground Floor



Notes

Notes



Gunters Lane, Bexhill-on-Sea, East Sussex TN39 4BY T: 01424 730722

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