

"An Academy to be Proud of"

Executive Headteacher | Mr S.Cox BSc (Hons), PGCE, MA(Ed), NPQEL  
Headteacher | Mr M. Kilmurray BA (Hons), NPQH  
Lytham Road | Blackpool | Lancashire FY4 1TL  
t: 01253 207702 | e: admin@armfield.fcat.org.uk

Dear Parents/Carers,

I hope that you and your families are all well and that you are excited about the prospect of your son/daughter continuing on their journey of secondary education with us at Armfield Academy. We are continually looking to raise standards of uniform, punctuality, attendance and behaviour to ensure that your son/daughter enjoys a very successful and positive learning experience at Armfield Academy.

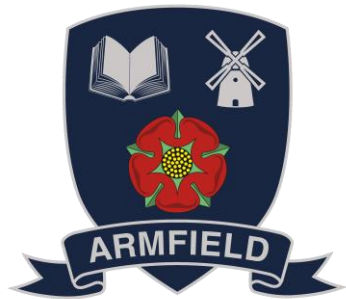
So that we can offer the very best level of care and support to all students, we have a non-teaching team of Student Support Mentors who work to support our students on a day-to-day basis. In addition, the younger students will all benefit from the guidance and support of our outstanding Year 11 prefects, which we are proud to be able to announce, given we have our first Year 11 cohort.

### **Promoting Positive Behaviour:**

The academy recognises that praise and reward are always the most powerful of motivational tools. As such, all staff actively seek opportunities to praise and reward students for meeting the high expectations that we have of them. Staff are encouraged to praise and reward students, through both formal and informal opportunities. We will aim to recognise and reward students for displaying the following behaviours across our academy and within our community:

- Excellent contribution to the academy/local community[UG1].
- Excellent ambassador to the academy.
- For making excellent progress.
- Improved attitude to learning.
- Improved behaviour.
- Specific rewards through the diamond badge accreditation scheme.
- Yr 11 Prom/Leavers Hoodie Rewards; to be earnt.
- Specific trip rewards as appropriate to departments/course of study.
- Outstanding achievement and producing excellent work.
- Student leadership.
- Working with pride.
- Consistent high standards.
- Homework of a very high standard.
- Exceptional performance in class.
- Consistent effort over time.
- Services to the Academy outside of school hours.
- 100% Attendance for each week, half term and year.
- Excellent punctuality.
- Acts of courtesy, courage, cooperation, contribution and community.





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Each of our year groups have their own Student Support Mentors who provide support for the students in their respective year groups. All pastoral matters are managed by Armfield's pastoral team, which includes our Student Support Mentors, alongside your son's/daughter's Form Tutor and Year Heads. This year we are extending the range of supportive provision and interventions to ensure that students can maximise their true learning potential.

### **Pastoral Care and Support:**

The pastoral team and Student Support Mentors will run a range of different programmes and initiatives for targeted students throughout the year to help them fulfil their learning potential. Please below the structure of the team for your privilege:

#### **Assistant Headteacher Pastoral: Miss L. Parkinson**

##### **Head of Year Year 11:**

**Mrs E. Brady**

**Senior Student mentor: Mr P. Burns**

##### **Head of Year Year 10:**

**Miss E. Panapinto**

**Safeguarding Student Mentor: Mrs S. Reeves**

##### **Head of Year Year 9:**

**Mrs L. Robinson**

**Student Mentor: Mr C. Humphrey**

##### **Head of Year Year 8:**

**Mr D. Brown**

**Student Mentor: Mrs L. Kerby**

##### **Head of Year Year 7:**

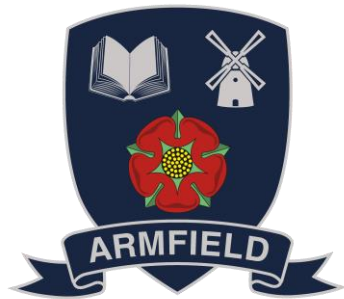
**Miss T. Dwyer**

**Student Mentor: Mr D. Powell**

#### **IFTE - Internal Fixed Term Exclusion Manager: Mrs R. Spencer**

Form Tutors, Heads of Year, Student Support Mentors, Family Liaison Officer and the Safeguarding Team are trained and qualified to deal with any child protection or welfare issues. It is paramount that we keep our young people safe, happy and engaged in their learning so that they are able to perform to their full potential.





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The academy's pastoral system enables specialist staff to support students with their attitudes to learning, behaviour, attendance, mental health and emotional well-being. We will be extending the range of different supportive provisions throughout the year to ensure that students who are facing difficulties at home or in the academy are offered the most appropriate form of supportive provision so that they achieve well in every aspect at Armfield Academy.

At Armfield Academy, we take the well-being of our students and staff very seriously. We endeavour to ensure that the systems that we have in place meet the needs of each of our students, whether or not they have an identified additional need. If there is ever an issue that you wish to discuss about your child's education, the first point of contact is through your child's form tutor. If you have any safeguarding concerns, please do not hesitate to contact us.

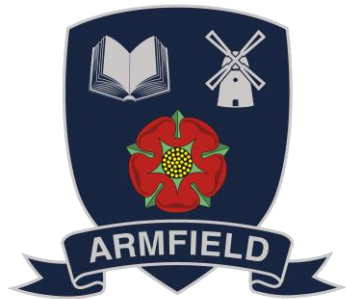
#### **Behaviour, Standards and Attitudes to Learning:**

To ensure that we are able to provide a world class learning experience for your son/daughter, coupled together with how our academy has grown, with increased numbers there will be an even greater requirement for all students to demonstrate sensible and calm behaviour in lessons, and when moving in and around the academy. We expect our students to be excellent ambassadors when travelling to and from the academy and when in the local community. In your role as parents/carers, we expect your full support with this.

The academy does not tolerate poor behaviour or any disruption to learning at any time. At Armfield Academy, we aim to create a culture where there is *'Teachers can Teach and Students can Learn'*. This is so that our teaching staff can empower your son/daughter with inspirational and engaging lessons. Students must remember that the academy has very high standards for teaching and learning and that it will not accept any disruption to learning in classrooms or other teaching areas. Should any students fail to meet academy expectations in lessons, they will be given ample opportunity to self-correct their behaviour and then, if there is no improvement, sanctions will be imposed. This could include removal from a lesson and an after-school detention, which is 60 minutes in duration. The academy will be running 60 minute after-school detentions every day of the week; these detentions will be used as a deterrent for unacceptable behaviour. Should a student be issued with an after-school detention, the relevant parent/carers will receive notification, which will provide you with brief details regarding the incident and the sanction. Please ensure that you inform us if your contact details or phone numbers change so that we can update it on our system. Failure to attend an after-school detention will result in a 90 minute Senior Leadership Team detention, which will operate on a Friday.

Senior Leadership Team detentions are given for more serious offences/incidents of unacceptable behaviour that occur in and around the academy. These will be held on Fridays, parents/carers and again parents will be dutifully informed as to the circumstances:





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- **After school Detentions are on Monday to Friday from 3.20PM - 4.20PM.**
- **Senior Leadership Team Detentions are on Fridays at 3.20PM - 4.50PM.**

#### **Attendance:**

The academy recognises that students with high levels of attendance are most likely to succeed and be happy at the academy. The academy encourages all students to attend every day, so that they will be able to take full advantage of the educational opportunities available and so that they can maximise their learning potential. The expectation is that students should achieve a minimum 95% attendance target. Should your son/daughter not be able to attend for any medical reason, then parents/carers should phone the academy prior to 8.00AM on the day of absence. Medical evidence should be provided for any period of absence. For any students that require some adjustments to be made to help them in their learning, please do not hesitate to contact us.

#### **Punctuality to the Academy:**

It is essential that your child arrives at the academy on time every day so that they have sufficient time to get to their tutor base and be sat down at their desk, ready to learn by 8.45AM. Students should be on site by 8.40AM every morning. If a student arrives at the academy after 8.45AM, without a valid and legitimate reason, they will be marked as late and they will be given a 15 minute, 'late' detention at break time on that day. If there is a valid and legitimate reason that must be confirmed via phone call from a parent/carer prior to their son/daughter arriving at the academy.

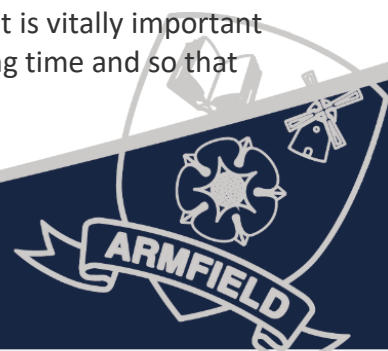
Failure to attend the break time late detention will result in a one hour after school detention the following day.

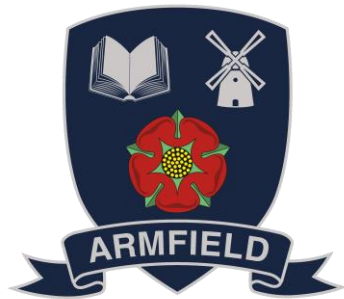
**If a student arrives after 8.45AM (without a legitimate reason) this impacts on their learning time and the student will be given an after-school detention[62].**

#### **Punctuality to Lessons:**

Students must ensure that they are punctual to all lessons and when they move around the academy and must do so in a calm and sensible manner. The academy day allows a reasonable expectation of 3 minutes 'transition time' in between lessons, thereafter students can settle into class to commence their 'Do Now Task'. This allows sufficient time for students to arrive at their next lesson on time regardless of where their lesson is located within the academy[63] building. If a student does arrive late for a lesson (without a legitimate reason), measured, appropriate sanctions will follow.

At Armfield Academy, we want to create a culture of '*Disruption-Free learning*'. It is vitally important that students are punctual to lessons so that they do not miss any crucial learning time and so that lessons are not disrupted by students arriving late.





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We are going to take a firm stance on punctuality to lessons this year as the consequence for a student arriving late to a lesson (without a legitimate reason) will be a 1 hour after-school detention, which will be sat the following day. With 3 minutes of transition time built into the Academy day to allow students to get from one classroom to another there should be no excuse for lateness. This strategy will help teach our students to take personal responsibility for their own self-management and it will place emphasis on the importance of learning time.

Late detentions are on Mondays to Fridays during break time (11:00AM -11:15AM).

#### **Uniform:**

Students in years 7 through 11 are expected to be of smart appearance and to wear the academy uniform on the way to and from the academy as well as during the day. By requiring students to wear the academy uniform, we hope to develop a sense of identity and loyalty to the community of which they are members and encourage them to take pride in their appearance. Ties or bows need to be worn appropriately, jumpers and blazers, especially in the winter months and girls' skirts need to be worn correctly. Full details of the academy uniform policy can be found on the school's website; Any family needing additional support regarding full school uniform should contact their son/daughter's Student Support Mentor, whereby the academy will do what it can to help.

The staff at Armfield Academy are committed and determined to achieve a high-quality learning experience for all students. We want to work with your full support to get the very best outcomes for your son/daughter. We want them to be happy, safe and fully engaged in their learning. If there is anything that you would like to discuss in greater detail about any of the above, then please do not hesitate to contact me [JGS] at the academy.

We thank you for your ongoing and loyal support in the pastoral systems we employ in our attempts to make an outstanding academy for all our young people. Your support in ensuring these standards are continually met will give all our young people the very best opportunities to focus on their individual learning needs, realise their full potential and achieve their ambitions, which in the end is why we are here... to learn!

Yours in partnership,

Mr M. Kilmurray  
**Headteacher**

