



BURSCOUGH PRIORY ACADEMY

YEAR 7 INDUCTION
INFORMATION BOOKLET

June 2020



YEAR 7 INDUCTION INFORMATION BOOKLET



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YEAR 7 INDUCTION INFORMATION BOOKLET



Welcome to Burscough Priory Academy

We are very excited that your child will be joining our school community and know that they will enjoy their learning journey with us.

This booklet and accompanying documents contains all of the information you require to assist with your child's transition to Burscough Priory Academy and to complete the necessary forms.

Answering Your Questions

With this booklet you should also have the following,

- Burscough Priory Academy Forms Booklet;
- Bus Information Booklet;
- Privacy Notice for Students at Endeavour Learning Trust;
- Lancashire County Council Free School Meals and Pupil Premium Form;
- Whittakers Uniform Guide;
- Chromebook Information.

Policies

All school policies are available on the website [Home / Our Academy / Policies](#)



School Uniform

Smartness and high standards of appearance are expected at all times.

For full details of the school uniform and the way in which it should be worn please see the 'School Uniform and Appearance Policy' on the [Academy website](#).

Our school uniform is important to us. It is one way in which we identify ourselves as a school family and it promotes a strong, cohesive school identity which supports high standards and expectations in all areas of school life. It promotes a genuine sense of readiness to work and a focused frame of mind.

In addition to our welcome and induction information about starting at Burscough Priory Academy, please find enclosed pictures of our uniform with prices. The uniform is also on display on the [school website](#).

The uniform will consist of:

- White shirt with top button fastened and shirt tails tucked into trousers/skirt
- Grey school trousers with school logo **or** grey skirt with school badge (skirts should be knee length*)
- Navy blazer with school badge
- School tie (different version for Year 11)
- Grey V-necked school jumper with purple trim (optional)
- Plain, grey socks in the same grey as the trouser or skirt
- If wearing a skirt, socks should be long but no higher than the knee (no patterns or bows) **or** plain black tights (minimum 40 denier) can be worn
- Plain, black, smart, sturdy shoes

**With regards the length of skirt please be advised that the skirt needs to sit half way over the knee at the start of the school year. Any student starting in September with a skirt that is too short will be required to purchase a new skirt of the correct length. This is non-negotiable.*

The PE kit includes:

- Navy T-shirt, navy shorts and navy/grey socks, all with Burscough Priory Academy badge, for indoor and warm weather activities
- Navy reversible sports top or navy quarter zip top, both with Burscough Priory Academy badge, for outdoor sports
- Optional navy track pants, also with Burscough Priory Academy badge
- Trainers; black soled are not allowed
- Football / rugby boots/ shin pads/ gum shield – staff will notify when these are required



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Items above are compulsory. There are further optional items available. Other items of the uniform (shirt, tights and socks) are readily available from major retailers such as Asda, Tesco and Marks & Spencer.

Fashion Items / Other

- Earrings - no more than one piercing per ear; with one plain gold or silver stud, which should be removed for P.E.
- No jewellery except for earrings (as above) and a watch (smart watches are not permitted);
- Hair should not obscure a student's vision & extreme hairstyles or colourings are not allowed. If parents are unsure as to the suitability of a hairstyle, they should check with the pastoral team in school first;
- Hair accessories should be small, plain and black and shaved patterns in hair or eyebrows will not be permitted;
- Make up should be discreet;
- Nail varnish or false nails are not allowed;
- Facial hair should be tidy and is therefore at the discretion of the Headteacher;
- No student should have any tattoo which is visible (including swimming kit).

Arrangements for Ordering Uniform

- **Option 1** - Order online at via Whittakers www.whittakersschoolwear.co.uk
- **Option 2** – Make an appointment to shop in store, 35/39 London Street, PR9 0UY
You will be able to make your appointment by downloading the Booksy app (available through app stores on both Apple and Android phones) and searching **Whittakers Schoolwear Southport** or you can visit www.whittakersschoolwear.co.uk and click on the **BOOK APPT** tab.

Please [click](#) here for more information.



General & Essential Equipment

Compulsory Equipment

Blue, Black, Green and Red Biro	Coloured Pencils	Eraser
HB Pencil	Ruler 30cm	Sharpener
Whiteboard Marker Pen	Apron	

Faculty Essential Equipment

Creative

- A4 Art Sketch Book (Cartridge Paper)
- 2B or 4B Pencil

Mathematics

- Protractor
- Compass
- Scientific Calculator (Recommended CASIO FXG83GT PLUS available to purchase at £12.50 from school)

Modern Foreign Languages

- Spanish Dictionary – Small Pocket

Physical Education

- PE Kit (labelled with student name)
- Football Boots
- Shin Pads
- Trainers
- Hair Bobbles



Breakfast: 8.30am – 8.45am

Every morning at Burscough Priory students can buy breakfast 8.30am – 8.45am in the Dining Room. This is one way of making extra sure that our children are fully awake and fuelled for the day but it is also an opportunity for them to meet their friends and start the day happy and motivated.

Our current menu includes the following:

- Choice of Cereals – 60p
- Creamy Porridge – 60p
- Toast – 25p
- Crumpet – 40p
- Teacake – 70p
- Half Bagel – 40p
- Bacon or Sausage Barm – £1.20
- Choice of fruit – 30p
- Choice of yogurts – 40p
- Bottled Water – From 65p
- Milk Carton – 40p
- Fruit Juice Cartons – 45p

Lunch items for later in the same day can be pre-ordered at Breakfast.



Homework Club: 3.15pm – 4.15pm

At Burscough Priory Academy, we have **'The Homework Club'** from 3.15pm – 4.15pm, Monday to Thursday in the Library. This is one way of making sure students have the opportunity to complete their homework in plenty of time prior to the hand-in deadline.

It is also an opportunity for students to meet and work with their friends on homework and research tasks to support their learning. This supportive and conducive environment will allow students to end the day happy and motivated learners!

Homework Club is available to attend Monday to Thursday.

**after-school
homework CLUB**
@ your library



Online Payment System and Cashless Catering

The online payment system we use at Burscough Priory Academy is School Gateway. This enables parents to pay for trips, incidental school expenses, equipment and school meals. The introduction of online payments allowed us to install a cashless catering system with biometric identification.

Online Payment System

School Gateway is the online payments system which facilitates online payments and enables a purchase history to be viewed. Similar systems have already been installed in many schools nationally, bringing a number of important benefits to students, parents and schools:

- Simple to use internet and mobile app based user system
- Payments are made through School Gateway so they are secure and reliable
- Parents can view what purchases have been made
- Reduce the risk of students losing cash
- Payments are online

Please access the system, either directly via <https://login.schoolgateway.com> or via the parents section of Burscough Priory's website. From here you will be asked to enter the email address and mobile number that is registered with school and then you are required to press the 'send pin' button which, in turn, will send a text message containing your PIN. Contacts who are listed as priority 1 or 2 on their child's record are able to make payments through School Gateway. If you have any queries then please contact the school on enquiries@burscoughprioryacademy.org

Cashless Catering

The cashless catering facility is provided by Biostore. This is the company that manages the biometrics and canteen system. School Gateway integrates with this system.

In order to use the cashless catering system students simply place their fingertip on a scanner to make a payment for their food. The system does not record fingertips / fingerprints and an image of your child's fingerprint is not stored. The information collected will be used solely for school purposes and held on the school system only. This technology is very secure and is commonly used within other schools across the UK and locally.

Student's Biometric Information

The Academy wishes to use information about your child as part of the automated recognition system provided by Biostore for the purposes of using the cashless catering system. The information from your child that we wish to use, is referred to as 'biometric information'. Under the Protection of Freedoms Act 2012 (sections 26 to 28), we are required to obtain the written consent of a parent before being able to use a child's biometric information. Once obtained, the biometric data is used and stored in accordance with the General Data Protection Regulations (GDPR).



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Please be reassured that the law places specific requirements on schools when using personal information, such as biometric information about students for the purposes of an automated biometric recognition system.

For example:

- the Academy cannot use the information for any purpose other than those for which it was originally obtained and made known to parents;
- the Academy must ensure that the information is stored securely;
- the Academy must tell you what it intends to do with the information;
- unless the law allows it, the Academy cannot disclose personal information to another person/body – you should note that the only body that the Academy wishes to share the information with is Biostore. This is necessary in order to implement the cashless catering system.

Providing your consent/objecting

As stated above, in order to be able to use your child's biometric information, the written consent of a parent is required. However, consent given by one parent will be overridden if the other parent objects in writing to the use of their child's biometric information. Similarly, if your child objects to the use of their biometric information, then the Academy cannot collect or use his/her biometric information for inclusion on the automated recognition system.

You can also object to the proposed processing of your child's biometric information at a later stage or withdraw any consent you have previously given. This means that, if you give consent but later change your mind, you can withdraw this consent. Please note that any consent, withdrawal of consent or objection from a parent must be in writing.

Please note that we are a cashless school and students who are not registered on this system will not be able to use the online payment system. These students will need to bring packed lunches.

Please note that when your child leaves the Academy, or if for some other reason he/she ceases to use the biometric system, his/her biometric data will be securely deleted.

WHAT TO DO NEXT

Please complete and sign the 'Parental Consent for the Use of Biometric Information in School' form which is included in the Year 7 Induction Forms booklet.

Please note that the form needs to be completed if consent is given or not.

When you have received your information regarding your online account, please register in order that you can make payments on line. This information will be sent to parents during late August, before the start of term.



Online Payments – A Brief Guide

The online payment system is provided by School Gateway. In order to make a payment to Burscough Priory Academy, you will need to use the following website address to register your account <https://login.schoolgateway.com> with your email and mobile number that the school holds on record for you.

School Gateway – How Do I Sign up?

Please activate your School Gateway account as soon as possible. It is quick and easy to do. Authorised parent/guardian contacts are able to sign up a School Gateway account.

Preferred Option:

- Download the **free app**: If you have a smartphone, please download School Gateway from your app store (iPhone and Android). The app shows the same information as the website PLUS it saves the school money when we send you a notification.



OR

- Visit the website: www.schoolgateway.com and click on “New User”. You will receive a text message with a PIN number. Use this PIN to log into School Gateway.

The screen will open up with your Child’s Account. If you have more than one child at the school, you can select which child you are making the payment for.

You can now pick the items you want to pay for which may include school meals, calculators and school trips.

Once you have confirmed your payment your order will be displayed and you will also receive an email to confirm the payment from your bank and also to confirm the items purchased.

You can also use the system to check:

- Previous online transactions
- Catering items purchased in school

Some Frequently Asked Questions (FAQs) are available on the [School Gateway login page](#) and a Quick Reference Guide is also available on the Academy website under Parent Information. The School Gateway website has help for Parents if required at <https://schoolgateway.co.uk/help/>



Menu Examples

Week 1

Traditional Meal Deal

Monday Fork Meatballs with Tomato & Herb Sauce, Penne Pasta & Broccoli Florets
 Tuesday Lancashire Cheese & Onion Frittata with Baby Baked Potatoes & Baked Beans
 Wednesday Chicken & Spicy Bean Burrito with Baked Potato Wedges & Scoured Cream
 Thursday Cheddar Cheese & Bacon Loaded Potato Skins with Mixed Salad & Coleslaw
 Friday British Beef Burger with Chunky Chips & BBQ Beans

Vegetarian Meal Deal

Monday Roast Root Vegetable Casserole with Cheese & Herb Dumplings & Sliced Beetroot
 Tuesday Vegetarian Sausages with Onion Gravy, Creamed Potatoes, Fine Green Beans & Carrots
 Wednesday Homemade Margherita Pizza with Mixed Salad & Coleslaw
 Thursday Sweet Potato, Chickpea & Spinach Curry with Mixed Rice & Coriander Naan
 Friday Spicy Pasta Arrabiata with Homemade Garlic Dough Balls

Dessert of the Day

Monday Raspberry & Coconut Sponge with Custard, Lemon Muffin, Fruit, Yoghurt or Juice
 Tuesday Jam & Cream Scone, Cherry Cookie, Fruit, Yoghurt or Juice
 Wednesday Fruity Bread & Butter Pudding with Custard, Chocolate Muffin, Fruit, Yoghurt or Juice
 Thursday Warm Chocolate Brownie with Hot Chocolate Sauce, Banana Flapjack, Fruit, Yoghurt or Juice
 Friday Eve's Pudding with Custard, Shortbread Biscuit, Fruit, Yoghurt or Juice

A choice of hot or cold filled sandwich or filled jacket potato are also available on a daily basis.

Week 2

Traditional Meal Deal

Monday Pork Sausages with Onion Gravy, Creamed Potatoes, Broccoli Florets & Carrots
 Tuesday Homemade Steak & Onion Pie with Baby Baked Potatoes, Garden Peas & Gravy
 Wednesday Roast of the Day with Traditional Trimmings, Roast & Creamed Potatoes & Seasonal Vegetable
 Thursday Creamy Paprika Chicken with Herby Potatoes, Fine Green Beans & Carrots
 Friday Crispy Battered Fish with Chunky Chips & Mushy Peas

Traditional Meal Deal

Monday Southern Fried Chicken Tortilla Wrap with Paprika Wedges & BBQ Beans
 Tuesday Chilli Con Carne with Mixed Rice & Nachos
 Wednesday Sweet Chilli Chicken with Crunchy Vegetables & Noodles
 Thursday Pasta Bolognese with Homemade Garlic Dough Balls
 Friday Homemade Chicken Curry with Mixed Rice & Coriander Naan

Vegetarian Meal Deal

Monday Vegetable Biryani Curry with Coriander Naan
 Tuesday Creamy Tomato & Mascarpone Pasta with Homemade Garlic Bread
 Wednesday Homemade Margherita Pizza with Mixed Salad & Coleslaw
 Thursday Brunch, Veggie Sausage, Free Range Omelette, Hash Browns & Baked Beans
 Friday Spicy Bean Burger with Chunky Chips & Mixed Salad

Dessert of the Day

Monday Toffee Apple Crumble with Custard, Berry Muffin, Fruit, Yoghurt or Juice
 Tuesday Creamy Rice Pudding with Mixed Berries, Chocolate Cookie, Fruit, Yoghurt or Juice
 Wednesday Chocolate & Mandarin Sponge with Custard, Sticky Parkin, Fruit, Yoghurt or Juice
 Thursday Lemon Drizzle Cake, Raspberry Bun, Fruit, Yoghurt or Juice
 Friday Sticky Toffee Pudding with Custard, Fruit Shortbread, Fruit, Yoghurt or Juice

A choice of hot or cold filled sandwich or filled jacket potato are also available on a daily basis.

Week 3

Traditional Meal Deal

Monday Meatball Marinara Melt Sub Roll with Baked Potato Wedges, Garden Peas & Sweetcorn
 Tuesday Homemade Chicken & Vegetable Hotpot with Broccoli Florets & Sliced Beetroot
 Wednesday Roast of the Day with Traditional Trimmings, Roast & Creamed Potatoes & Seasonal Vegetable
 Thursday Homemade Beef Lasagne with Garlic Bread & Mixed Salad
 Friday Crispy Battered Fish with Chunky Chips & Mushy Peas

Traditional Meal Deal

Monday Creamy Pasta Carbonara with Homemade Garlic Dough Balls
 Tuesday Salmon & Sweet Potato Fishcakes with Sweet Chilli Vegetables & Noodles
 Wednesday Homemade Beef Curry with Mixed Rice & Coriander Naan
 Thursday Homemade Quiche Lorraine with Baked Baby Potatoes & Baked Beans
 Friday Chinese Chicken Curry with Chunky Chips, Garden Peas & Sweetcorn

Vegetarian Meal Deal

Monday Homemade Cheese & Onion Pie with Herby Potatoes, Garden Peas & Gravy
 Tuesday Pasta Neapolitan with Homemade Cheesy Garlic Bread
 Wednesday Homemade Margherita Pizza with Mixed Salad & Coleslaw
 Thursday Veggie Quorn Chilli with Mixed Rice & Nachos
 Friday Baked Macaroni Cheese Gratin with Homemade Garlic Bread & Mixed Salad

Dessert of the day

Monday Jam Sponge with Custard, Cherry Cookie, Fruit, Yoghurt or Juice
 Tuesday Lemon & Ginger Shortbread, Chocolate Muffin, Fruit, Yoghurt or Juice
 Wednesday Vanilla Sponge with Chocolate Sauce, Fruity Flapjack, Fruit, Yoghurt or Juice
 Thursday Carrot Cake Muffin, Chocolate Cookie, Fruit, Yoghurt or Juice
 Friday Apple Pie with Custard, Raspberry Bun, Fruit, Yoghurt or Juice

A choice of hot or cold filled sandwich or filled jacket potato are also available on a daily basis.



Lockers

As students move from primary to high school one of the major changes they will notice is the amount of equipment they have to carry. In order to help manage this transition and avoid the need to carry heavy bags, we have a number of lockers in school available to rent.

The lockers are located at various points across school. If your son or daughter chooses to take advantage of this storage facility, they will be allocated a locker and given a key. In order to cover the possible loss of keys or damage caused to the locker itself, we require a refundable deposit of £10 per locker. In addition, the cost of hiring the locker will be £10 for the year. For those in receipt of Free School Meals please contact school.

As you are aware we now operate an online payment system within school and before school starts in September you will receive a letter providing you with details of how to set up an account for this online payment system. Once the account has been set up, the system will then allow parents to pay for trips, incidental school expenses including lockers and equipment. **With this letter you will also receive the 'Burscough Priory Academy Agreement for Rental of Locker' form for you to complete and return to school at the start of the school term. Please note this form needs to be signed by both parent and student.**

Although we have a quantity of lockers, there are not enough for every student in school to have one. Year 7 students are given first refusal until **11th September 2020**. If your child is keen to rent a locker, the form should be returned to school at the start of the autumn term.

In the event that the locker is in a suitable condition and the key returned at the end of the school year, deposits will be credited back to the account.



Acceptable Use Policy & Network Use Permission

As part of the Academy's technology programme we offer students supervised access to computers including the internal network, email and the internet. Before being allowed to use the computers, all students must obtain parental permission and both they and you must sign the '[Network Use Permission' form](#) as evidence of your approval and their acceptance of the Academy rules and associated policies. The form is included in the forms booklet.

The Acceptable Use Policy is available on the Academy website in [Home/Our Academy/Policies](#)

Access to computers will enable students to explore thousands of libraries, databases, and bulletin boards. Families should be warned that some material accessible via the Internet may contain items that are illegal, defamatory, inaccurate or potentially offensive to some people.

Whilst our aim for Internet use is to further educational goals and objectives, students may find ways to access other materials as well. We believe that the benefits to students from access to the Internet, in the form of information resources and opportunities for collaboration, exceed any disadvantages. But ultimately, parents and guardians of minors are responsible for setting and conveying the standards that their children should follow when using media and information sources. To that end, the Academy supports and respects each family's right to decide whether or not to apply for access.

Whilst on Academy premises, staff will guide students toward appropriate materials. Outside of school, families bear the same responsibility for such guidance related to the use of appropriate sources of information. This includes television, telephones, movies, radio and other potentially offensive media.



Burscough Priory Academy Home/School Agreement

At Burscough Priory Academy we are very fortunate to have supportive parents who recognise that educating young people is a process that involves a strong partnership between home and school, positive working relationships and clear lines of communication. The aim of this home-school agreement is to work together to ensure a safe and positive school environment. To confirm this agreement, the **Burscough Priory Academy Home/School Agreement form** is completed by both parents and students and is included in the forms booklet.

Burscough Priory Academy's School Aims

Burscough Priory Academy is at the centre of a community of inspirational partnerships which nurtures respectful, independent, lifelong learners working together to shape a better future for all.

Our motto, "E pluribus unum" is Latin for "Out of many, one" which epitomises the ethos of our school and to this end as a school within Endeavour Learning Trust our overall aims are to provide:

- A world class education for all our students, regardless of ability or background, which builds resilience, confidence and drive, in an ever changing world;
- A workforce of the highest calibre, with a winning combination of teamwork, skill, experience, passion and an unwavering commitment to excellence;
- A relentless focus on individual and collective improvement and personal and professional development, in an ethos of high expectations and personal ambition;
- The moral imperative to ensure that no child is left behind and no individual is overlooked in their uniqueness and distinctive potential;
- A nurturing environment, where everyone feels safe and valued and where we get the balance right between encouragement and support and stretch and challenge, so that all of us can aim high and work together to make those aspirations a reality;
- A genuine commitment to foster partnerships, across our family of schools, with our parents, other strategic partners and our wider communities;
- The expertise to efficiently and effectively deploy and maximise our resources across the Multi Academy Trust (MAT).

Parent Responsibilities

I/We agree to

- Ensure that my child arrives at school on time and before 8.45am and that they are prepared for lessons that start at 8.50am;
- Ensure that my child wears full school uniform appropriately;
- Ensure that my child attends regularly and provide a phone call to the attendance line with an explanation if my child is absent;
- Attend Tutor and Subject Consultation Evenings to discuss my child's progress;



- Support my child with the organisation and completion of homework;
- Support and reinforce the school's policies and guidelines for behaviour and regularly review my child's achievements and behaviours through the school's Class Charts system;
- Let the school know about any concerns or problems that might affect my child's work or behaviour;
- Work together with academy staff for the benefit of children. This includes approaching the school to make appointments to discuss and resolve any issues of concern;
- Park with consideration and respect for others when delivering and collecting children from school.

Students Responsibilities

I agree to:

- Attend school regularly aiming to achieve an attendance of 98%;
- Arrive at school on time before 8.45am;
- Be fully prepared for lessons with the correct equipment;
- Wear school uniform properly and be tidy in my appearance;
- Adhere to the school rules and procedures;
- Do all my classwork and homework to the best of my ability and hand it in to meet the deadlines set by staff;
- Be polite and considerate to others in the school community;
- Respect the school environment and its wider community;
- Strive to reach my individual targets.

Social Media

Social media and social networking sites play an important role in the lives of many youngsters. This agreement gives clarity to the ways in which social media is used by students, school staff and parents at Burscough Priory Academy.

- Parents should make complaints through official school channels rather than posting them on social networking sites. Parents who do this will be requested to attend a meeting at which the relationship between school and home will be discussed and parameters set;
- Parents should not post malicious or fictitious comments on social networking sites about any member of the school community. In the event that any pupil or parent/carer of a child educated at Burscough Priory Academy is found to be posting libellous or defamatory comments on Facebook or other social network sites, they will be reported to the appropriate 'report abuse' section of the network site. The school will also expect that any parent/carer or pupil removes such comments. In serious cases the school will also consider its legal options to deal with any such misuse of social networking and other sites;



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- Cyber-bullying and the use by any member of the school community to humiliate or intimidate another by inappropriate social network entry will be dealt with as a serious incident of bullying.

In order to support a calm and safe school environment, the school does not tolerate:

- Disruptive behaviour which interferes with the operation of a classroom, an office area or any other part of the school grounds;
- Using loud and/or offensive language;
- Threatening harm or the use of physical aggression towards another adult or child;
- Approaching someone else's child in order to discuss or chastise them;
- Physically damaging or destroying school property;
- Abusive, threatening, malicious or inflammatory emails, phone or social network messages;
- Smoking and the consumption of alcohol or other drugs or accessing the school site whilst intoxicated.



Free School Meals

Did you know that your child could qualify for free school meals?

There has recently been a number of changes to the criteria for the eligibility to free school meals. The current criteria and the implications are detailed below:

- Universal Credit (provided you have an annual net earned income of no more than £7,400, as assessed by earnings from up to three of your most recent assessment periods);
- Income Support;
- Income-based Jobseeker's Allowance;
- Income-related Employment and Support Allowance;
- Support under Part VI of the Immigration and Asylum Act 1999;
- The guarantee element of Pension Credit;
- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190);
- Working Tax Credit run-on – paid for four weeks after you stop qualifying for Working Tax Credit.

In addition, the following students will be protected against losing their free school meals as follows,

- From 1 April 2018, all existing free school meals claimants will continue to receive free school meals whilst Universal Credit is rolled out. This will apply even if their earnings rise above the new threshold during that time;
- In addition, any child gaining eligibility for free school meals after 1 April 2018 will be protected against losing free school meals during the Universal Credit rollout period;
- Once Universal Credit is fully rolled out, any existing claimants that no longer meet the eligibility criteria at that point (because they are earning above the threshold or are no longer a recipient of Universal Credit) will continue to receive free school meals until the end of their current phase of education (i.e. primary or secondary).

If your child is eligible, it means they can enjoy delicious, healthy meals without the bills and fuss of making packed lunches. In addition to free lunches, those who are eligible can also have a free breakfast before school.

Burscough Priory Academy actively encourages all families entitled to free school meals to apply. No-one else will know that your child qualifies as we use a cashless system that means that payment is discreet. Your child's catering account will be topped up daily automatically with £1.65 for breakfast and £2.20 for lunch. Please note that students cannot carry over the breakfast allowance to lunch, or 'save up' their allowance. Purchases beyond this amount are funded by parental 'top up'.



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Claiming free school meals also helps us support your children further in school. We receive extra funding, known as the 'pupil premium', for every eligible pupil who is registered. The pupil premium grant is funding provided to schools to focus additional resources on helping pupils who are eligible in this category to reach their full potential, to make sure this is in line with their peers. The more students that are registered for free school meals, the more funding the school receives on their behalf. Please remember registering for free school meals does not mean your child has to take up free school meals if they do not want to but it does bring this 'top up' funding to enable us to ensure they are supported in other ways to make sure they can do their best.

If you think that you may be eligible, please complete the '**Lancashire County Council Free School Meals and Pupil Premium**' form which is included in this pack and send it to the Pupil Access Team directly at: **Pupil Access Team South, Level 1, Christ Church Precinct, County Hall, Preston, PR1 8XJ Tel: (01772) 531809**

If you have any further questions or queries regarding free school meals, please contact the General Office.



ClassCharts for Parents

ClassCharts is an online system which teachers use to track achievement and behaviour throughout the school day. We believe in working closely with parents and one of the key benefits of using ClassCharts is that we are able to securely share your child(s) achievement and behaviour report with you and so keep you up to date in real-time.

ClassCharts is used to share information with parents about:

- Achievement Points
- Behaviour Points
- Attendance
- Homework

What is ClassCharts for Parents?

You will be able to use ClassCharts to keep track of your child's achievements, access behaviour reports, view assigned homework tasks and track scheduled detentions.

If you have more than one child at the school, you can use the same parent account to view achievement data for all your children.

ClassCharts for parents can be accessed via the website, or iOS and Android apps.

You can access the parent website and links to the parent apps here: [PARENT LOGIN](#)

You will receive your individual parental login once your child has started at Burscough Priory Academy.

Further information about ClassCharts and the **ClassCharts Parents User Guide** can be found on the [school website](#).





Chromebooks for Learning Project

The school recognises the importance of IT facilities and continues to invest significantly in this area to maintain an infrastructure that allows students to access high quality resources to support their learning.

Students need to be prepared for an increasingly digital world. Research has confirmed that appropriate home access to technology has a positive impact on a child's educational achievements; it often motivates them to do school work by providing other interesting and engaging ways to learn. Research and other types of learning that do not require handwritten pieces are often better presented so their self-esteem grows and they can explore subjects that interest them in their own time.

Further information, support and the '**Chromebook Acceptable Use Policy**' can be found on the Academy website under the [Parents section](#). You can also view the '**Chromebooks FAQs and Information Booklet**' on the website.

If you have any queries about the Chromebook for Learning Project that cannot be answered by our FAQs please contact chromebook@burscoughprioryacademy.org or the General Office.



Burscough Priory Academy Website, School App and Social Media

Academy Website

Our Academy website is an excellent resource to see the latest news, statutory information, [school letters](#), the [school calendar](#) and other resources and information you may need whilst your child is at Burscough Priory Academy.


You can also submit an enquiry online via the [Contact Us](#) page

The website can be found at this address www.burscoughprioryacademy.org/

School App

We also have the School App which is available for Android and iOS.

Parent App




**BURSCOUGH
PRIORY ACADEMY**

Our Parent App will give you access to news, events, announcements, blogs, school calendar and term dates. If allowed the app will also receive push notifications.

In order to download the app to your smart phone and/or tablet please follow the steps below:

1. Search 'Schudio School App' on 'Google Play' (Android) or 'App Store' (IOS).
2. Download the app – it is free!
3. Search for Burscough Priory Academy and select.
4. Allow push notifications from the app – that's it!



Social Media

The Academy has both Facebook and Twitter (@burscoughprioryacademy) accounts and we use these on a regular basis to update parents and students with the latest news and messages. These accounts are a great way to keep you up to date with current events and news and celebrate the achievements of the students.

We would also politely request that if there are concerns regarding school issues that we are contacted directly rather than comments being posted through social media. Please note the relevant section of the Burscough Priory Academy Home/School Agreement on page 14.

You can access our Facebook and Twitter accounts from the Academy website homepage.





Term Dates 2020 2021 & Year 7 Key Dates

AUTUMN TERM 2020

INSET Day	Tuesday 1st September
Term begins for students	Wednesday 2nd September
<ul style="list-style-type: none"> • Years 7 & 11 in school all day Wednesday • Review Day for Years 8, 9 and 10 attending for individual appointments only (Tutors and students only) 	

School open to all students	Thursday 3rd September
Half Term	Fri 23rd October - Fri 30th October
INSET Day	Friday 23 rd October
INSET Day	Friday 27th November
End of Term	Friday 18th December (12.30)

SPRING TERM 2021

INSET Day	Monday 4th January
School open to all students	Tuesday 5th January
Half Term	Mon 15th February - Fri 19th February
End of Term	Friday 26 th March (12.30)

SUMMER TERM 2021

School open to all students	Monday 12th April
Bank Holiday	Monday 3rd May
Half Term	Mon 31st May - Fri 4 th June
End of Term for students	Friday 16th July (12.30)
INSET Day	Monday 19th July
INSET Day	Tuesday 20 th July

KEY DATES

Year 7 SLT Information Evening	To be confirmed
During this event you will receive information regarding key dates, reports and assessments during Year 7.	
Year 7 Tutor Evening	To be confirmed
Year 7 Parents Evening	To be confirmed



Photographic and Video Consent

Burscough Priory Academy requests the consent of parents to use images and videos of your child for a variety of different purposes. This consent form is valid from the day your child starts at Burscough Priory Academy up to 5 years after your child has left the Academy.

This additional time is to make sure that images of past students may continue to appear in the prospectus, in marketing products and in photographic displays in school for a period of time after your child has left school. These publications are expensive to produce and therefore, may not be updated regularly.

Why do we need your consent?

We regularly take photographs/videos/webcam images of the students whilst at the Academy or away from the school site to celebrate school life. The Academy may also employ a professional photography company to take images of students. These images may be used for the following purposes:

- Academy & Trust prospectus and other printed publications that we produce such as newsletters
- On our Academy & Trust websites, Firefly and Academy social media sites, including Facebook, Twitter and Instagram
- On display boards in school and internal television screens
- Occasionally, our school may be visited by the media who may take photographs or video of students (e.g. at a high profile event, to celebrate a particular achievement). Such images may appear in local or national newspapers or on televised news.

Once signed, the agreement will remain in force from the day your child starts at Burscough Priory Academy until five years after your child has left the Academy or until the Academy is notified in writing by you or your child that consent is no longer given for images/videos of your child to be used by the school.

Parents have the right to withdraw their consent at any time. Withdrawing your consent will not affect any images or videos that have been shared prior to withdrawal.

Some curriculum areas, for example PE, Drama and Dance are required to submit video footage for external assessment which is only viewed by examiners.

As in all schools, photographs are also stored on the school internal management system regardless of permission in these cases.

- The Academy will not use the personal details or full names (which means first name **and** surname) of any child or adult in a photographic image, on video, on our website, in the Academy prospectus or in any of our other printed publications.
- The Academy will not include personal e-mail or postal addresses or telephone or fax numbers on video, on our website, in our Academy prospectus or in other printed publications.



YEAR 7 INDUCTION INFORMATION BOOKLET



- If we use photographs of an individual student, we will not use the full name of that student in any accompanying text or caption.
- If we use the full name of a student in the text, we will not use a photograph of that child to accompany the article.
- We may include pictures of students and teachers that have been drawn by students. We may use group or class photographs or footage with very general labels, such as 'a science lesson'.
- We will only use images of students who are suitably dressed.
- Parents should note that websites can be viewed throughout the world and not just in the United Kingdom, where UK law applies.
- We cannot guarantee that a student's image will not be captured, especially if the student voluntarily places themselves in the frame without alerting staff to their parents' objection.
- The images will be stored securely and accessed and/or used for an appropriate purpose only by those with authority to do so.

Notes on Use of Images by the Media

If you give permission for your child's image to be used by the media, then you should be aware that:

- The media will want to use any printed or broadcast media pictures that they take alongside the relevant story;
- It is likely that they will wish to publish the child's name, age and the school name in the caption for the picture (possible exceptions to this are large group or team photographs);
- It is possible that the newspaper will re-publish the story on their website, or distribute it more widely to other newspapers or media organisations.



YEAR 7 INDUCTION
INFORMATION BOOKLET





YEAR 7 INDUCTION
INFORMATION BOOKLET





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June 2020