SAMWORTH CHURCH ACADEMY

Parent Handbook 2022 - 2023

Be the best you can be

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Welcome to the Samworth Church Academy

We'd like to extend our warmest welcome to those Year 6 students who have been offered a place at The Samworth Church Academy and we are delighted that you have chosen us. We know that the transition to secondary school can be quite an exciting time but it can also be confusing and rather overwhelming.

Before joining us in September, we hope that your child will have the opportunity to attend our transition days in July which we hope will make the transition as smooth and enjoyable as possible. They will experience a taste of what lessons are like at the Academy and have a full tour of the school to familiarise themselves with their new learning environment. We hope, that following this experience, your child feels confident about joining us in September and feels part of our community.

We are confident that your child will enjoy and rise to all the opportunities they will face in the coming years with us. Developing resilience is essential for all children and this is gained by them recognising that through failure comes success and with a positive mind set and hard work anything is possible.

The Academy aims to provide a fully rounded education for all learners, developing independent thinkers ready to be fully responsible members of the many communities they will join during their lives. We will encourage and support your child to reach their full potential. They will be presented with a variety of experiences and challenges to develop their self-confidence, self-esteem, independent learning skills and team work. The development of these skills will prepare them to live happy, fulfilling and rewarding lives and be good citizens whatever they choose to be.

Our vision is to create a distinctively Christian and values driven environment that provides the best start to the 70 or more great years our students should enjoy when they leave our school. You have presumably read more about our vision and values and it is highly likely that this influenced your decision to send your child to the Academy. If you would like to read more about our vision and values please visit our website. We look forward to working with you and your child over the coming years.

We are very proud of what has been achieved by our fantastic young people in the past and excited at the limitless potential of current and future students. If you would like to find out more about what they get up to our website is a great place to start. Please get in touch with any further questions or to arrange a further visit. We would be very happy to demonstrate how inspiring our students are and to give you a flavour of the wonderful things they achieve as they strive to 'Be The Best They Can Be'.

Our Academy . . .

- Welcomes everyone and provides children with the support they need to help them be the best that they can be.
- Raises Aspirations – we want our students, with the support of their parents, to reach for the sky and to be able to choose their own futures. There is a 'can-do' culture that builds confidence, courage and self-esteem.
- Puts Students First – the Academy is a partnership between teachers, support staff, students, parents, governors, sponsors and the local community, all of whom are focused on the success of our students, who are our priority.
- Promotes Christian Values – we have created an academy based on Christian values. We want our students to respect each other's views and value their contribution to the community.
- Tries New Ways of Teaching – we use different approaches to teaching and learning. For example, we use Outward Bound activities that develop great team-working and leadership skills.
- Specialises in Business and Enterprise – this helps students learn how the world of business works. Business and Enterprise are core subjects and feature across the curriculum.
- Works with the Community and Other Schools – we work closely with parents, other local schools and colleges and build on existing partnerships in the local area for the benefit of the whole community. In the evening the Academy offers its facilities to the local community.
- Respects the Environment – for example, our Academy building has been built to be environmentally friendly.

Our Vision and Values

Our vision is to create an environment that provides the best start to a bright future for all our students, by giving them all the opportunity to be fully qualified for adult life, in the fullest sense of the term.

We realise this vision by offering a broad range of courses, to cater for as many interests and abilities as possible. We also work in partnership with other Mansfield schools to maximise opportunity. To broaden the educational experience we fully integrate Sport, Dance, Music and Drama into the curriculum. Not just for the select few, but for absolutely everyone. There are many different ways of defining achievement but ours is unusually holistic. Good qualifications are crucial to young people and their futures but we also know that other things are important to prepare young people for the challenges they face. Involvement with the Round Square organisation helps us to achieve these aims.

Academy Ethos

Within this Academy people come first. Everyone will be valued, respected and treated with dignity and will be encouraged to have a say in how their Academy is run. We will provide a welcoming and inclusive environment for students of all faiths or none, serving all in the local area and will be committed to promoting mental and physical wellbeing for all students and staff.

The Academy will aim to prepare students for 70 or more great years after they leave and to enjoy a happy and rewarding life. The Academy will be distinctively Christian in ethos and outlook, giving opportunities for students to encounter Christianity as a living faith and promoting forgiveness, positivity, empathy, tolerance and mutual respect. There will be no place for bullying or any other form of discrimination.

The Academy aims to provide a fully rounded education for all learners, developing independent thinkers ready to be fully responsible members of the many communities they will join during their lives. We will encourage and support all students to reach their full potential. Students will be presented with a variety of experiences and challenges to develop self-confidence, self-esteem, independent learning skills and team work. The development of these skills will prepare students to live happy, fulfilling and rewarding lives and be good citizens whatever they choose to be. We will create the conditions for an enjoyable and challenging learning environment and our students will learn through successes and setbacks on their journey of self-discovery. We will raise people's hopes and aspirations and open up the possibilities of what they can become. Individual search for a vocation or a 'calling' will be actively encouraged.

Central to Academy life will be achieving high standards. We will work within a business and enterprise culture, expect outstanding leadership, support and guidance at all levels and embrace the outward bound approach as well as the Round Square IDEALS.

Close partnerships with schools, colleges and the wider community will enrich the life of the Academy. We will play an active role in the social and economic development of our local area and develop national and international relationships and links providing service wherever possible.

We recognise the environment is a critical resource for all our futures. In the design and management of our inspirational facilities we will respect and guard this at all times and take our responsibility for environmental stewardship seriously.

Christian Ethos

Our Christianity is at the heart of the Academy's ethos. So, to promote and encourage Christian values, we think it's important that everyone is involved in acts of collective worship and that all have the opportunity to take an accredited religious course.

We respect the feelings of parents who don't feel comfortable with this, however, and will allow their children to be excluded from religious education provided their objection is explained to the Principal in writing.

Business and Enterprise

Our aim is to be responsible for school leavers who have a great deal to contribute both in the workplace and the wider community. We achieve this as the result of our chosen specialism in Business and Enterprise. We give students a unique insight into the world of work by allowing them to experience being productive as part of a team.

Structure of the Academy

Welbeck	Hardwick	Rufford	Sherwood	Newstead
school of outdoor education, performing arts and sport	school of humanities	school of science and technology	school of mathematics and business studies	school of communication

The Samworth Church Academy is organised around each of our five schools. Valuing and caring for the individual is right at the very top of our priorities. We have put a lot of thought into how this care is organised. The schools are broadly based on the subjects those staff either teach or support. For example, the team of Maths and Business staff make up Sherwood. Normally, members of the same family are allocated to the same school. We believe it is important that the Academy is organised in such a way that every individual is well known and well cared for. Students meet daily during morning briefing in their respective year groups.

Contact Information

Main Reception	01623 663450
Tonia Paterson/Hope Bradley	enquiries@tscacademy.org.uk
Attendance	
Wendy Patterson	attendance@tscacademy.org.uk
Student Information Desk	
Nicola Cooper/Esther Jordan	sid@tscacademy.org.uk
Parent Support	
Sara Sheppard	parentsupport@tscacademy.org.uk

Round Square

The Samworth Church Academy is a Global Member of Round Square, a worldwide association of schools which share a commitment, beyond academic excellence to personal development, responsibility and international understanding through service, challenge and adventure *'Inspiring students to become the leaders and guardians of tomorrow's world'* .

Opportunity Trust

The Samworth Church Academy Opportunity Trust was founded by our Sponsors (Sir David Samworth and the Diocese of Southwell and Nottingham) to support the wider work of the Academy. The purpose of the Trust is to support students financially to take part in activities that would not normally be part of the educational provision of the Academy. For more information about this please visit our website.

Uniform and Appearance

Appearance and the way students present themselves is clearly a reflection of their attitude to learning in the Academy. It also influences how they are seen by other people.

Boys' Uniform

- TSCA blazer to be worn at all times. Sleeves worn to at least the wrists.
- Trousers should be black and straight leg with no branding. Tight fit, skinny fit, drain pipe fit, etc. styles are not allowed.
- If a belt is worn, it should be black and appropriate.
- White school shirt with a top button. Top button fastened and a knot tied in the tie at the fastened top button.
- TSCA tie worn to the same length as the blazer piping as a minimum.
- Only Academy long sleeved, or sleeveless jumper may be worn under the blazer.
- Plain black socks.
- Sensible, plain black, polishable shoes, without embellishment or brand tags. No suede shoes or boots.

Girls' Uniform

- TSCA blazer to be worn at all times. Sleeves worn to at least the wrists.
- Trousers should be black and straight leg with no branding. Tight fit, jeggings, skinny fit, drain pipe fit, etc. styles are not allowed.
- Knee length branded skirt. It should not be tight fitting.
- If a belt is worn, it should be black and appropriate.
- White school shirt with a top button. Top button fastened and a knot tied in the tie at the fastened top button.
- TSCA tie worn to the same length as the blazer piping as a minimum. Only Academy long sleeved, or sleeveless jumper may be worn under the blazer.
- Plain black socks. Girls must wear tights with skirts which should be black, a minimum of 40 denier and not patterned.
- Sensible, plain black, polishable shoes, without embellishment or brand tags. No suede shoes or boots.

Uniform Supplier

The Schoolwear Centre, 69a Westgate, Mansfield, Notts. NG18 1RU
Tel: 01623 650782
http://www.schoolwearsolutions.com/
Open Monday, Tuesday, Wednesday, Friday and Saturday 9:00 am - 5:00 pm June to September and 9:30 am - 4:30 pm September to June.

PE Kit

The Academy has high expectations of students in how they perform in Physical Education. Obvious risks are involved with some activities and therefore, it is essential that students arrive correctly equipped. Every student is required to take part in all PE lessons. It is important that students are dressed appropriately for the weather, always expect to be outside and come prepared!

Compulsory PE Kit

- Academy polo shirt
- Academy black shorts/tracksuit bottoms
- Academy black socks with red stripe
- Trainers
- Boots for football and rugby
- Shin pads for football
- Extra equipment may be required for specific PE lessons.

Students who forget any part of their compulsory PE kit must borrow that item and a sanction may be given as detailed in our Behaviour Policy.

Students who cannot take part must bring a letter from home to explain why and hand it in to the class teacher. However, for any long-term conditions (over two weeks) we ask that a doctor's note is provided. Students are still required to change into their PE kit and will be asked to take part in suitable activities; this could be part of the lesson, officiating, coaching or any other role set by the class teacher. The reason we ask students to get changed is for hygiene purposes and so appropriately dressed for an outside lesson. For example, if it rains, uniforms will not get wet and if it is muddy school shoes will not tread mud around the Academy. We would not expect students to get changed if they have a cast or are on crutches. Students should see a member of the PE team **before** the day of the lesson if they are unsure.

Students bringing valuables into school are strongly advised to place them in the student locker during PE lessons and not leave them in the changing rooms. The Academy will not be held liable for valuable possessions not secured in lockers.

Optional Kit

- Academy rugby shirt
- Long sleeve black or red under top
- Black leggings (these can only be worn after October half-term until the Easter break)
- Gum shield for hockey and rugby
- Academy sports team jumper/jacket (this must not have a hood)

Please note: Any items ordered online will be subject to postage and packaging charges.

The Academy provides some of the initial uniform for pupil premium students. This will be arranged with the supplier and students will be provided with a blazer, tie, PE shorts, PE top and PE socks.

General Appearance

- If worn, makeup should be discreet and appropriate
- No coloured nail varnish, acrylic nails or false nails are permitted.
- Hair colour is to be a natural colour and hair styles not deemed extreme.
- No hats, caps or hoods are to be worn in school other than for religious reasons.
- If belts are to be worn they must be black, discrete and appropriate.
- No badges are to be worn on blazers other than those issued by the Academy.

Jewellery

Students are not allowed piercings of any kind and jewellery is limited to one watch (not a smartwatch). Students are allowed to wear one wrist band in support of a charity.

Please Note

We firmly believe that our uniform and general appearance policy will have a very positive impact upon setting the high standards that our Academy culture and ethos is based upon.

Students who fail to comply with our expectations surrounding uniform and general appearance will be asked to return home until they are dressed appropriately.

Repeated failure to comply with these instructions will be considered a serious breach of our Home/Academy Agreement and will be dealt with accordingly and in conjunction with parents.

Basic Equipment For Lessons

It is an expectation that students arrive at school well prepared for learning on a daily basis. Please ensure that your child has the right equipment available each day to complete their work during lessons. Each student should bring the following to school:

- Schoolbag into which A4 work books will fit.
- Pencils
- Eraser
- Pens
- Ruler
- Calculator (Optional)
- Learning Journal

Mobile Phones and Electronic Devices

Mobile phones and other equipment such as smart watches that access the internet and MP3 players etc. should not be brought into the Academy. However, should students have these devices about them they should be switched off at the Academy entrance and placed in a bag or pocket. They can be switched on at the end of the Academy day, once they have left the site

entrance. If a student is seen with these items in the Academy they will be confiscated and we will arrange collection of the item by a parent/carer to ensure safeguarding of our students.

If a student decides to bring any valuable electronic devices or other valuable possessions into the Academy, they are brought in at their own risk. Under no circumstances will the Academy accept responsibility for any theft, loss or damage.

Lost Property

We appreciate that replacing lost uniform and equipment is expensive and hopefully these strategies will assist your child in retrieving any items they may misplace. Staff members are unable to search for student's lost property and the responsibility lies with students to be accountable for their own property. When students lose property they should visit and look in the classroom or area where they believe the property was left. If they do not find their property they should then go to the Student Information Desk.

All lost property that is handed into the Student Information Desk with a name tag will be returned to its rightful owner by the Student Information Desk. Any lost property that is handed to the Student Information Desk and is not labelled will be held for four weeks.

We currently have over 1,000 students at The Samworth Church Academy wearing the same uniform. We cannot recognise items as belonging to a particular person if it is not labelled. Labelled property can be promptly returned to its rightful owner via our Student Information Desk, thus avoiding distress and a costly replacement.

Labelling uniform is very easy to do, name tapes are best, even iron-on tapes. However, if you do not have these, just write on the label or inside trainers or shoes with a good quality laundry marker pen or permanent marker pen. Please use full name or initial and surname. Washing does erase marker pens, so please check that your child's name does not fade on their belongings.

Reporting to Parents

Three reports a year will be available for Years 7, 8, 9 and 10 (one every term). Five reports a year will be available for Years 11 and 13 reports (Autumn 1, Autumn 2, Spring 1, Spring 2 and Summer 1). Year 12 students will receive six reports a year (two every term). Reports are made available on the Parent Portal. Please see the Academy Calendar on our website for dates.

Assessments and Coursework

Specific details can be found on the Academy website: www.samworthchurchacademy.co.uk. If you have any queries at all please do not hesitate to contact your child's Learning Manager.

Diary Dates

Please refer to our website for all diary dates. All dates are subject to change and will be posted on our website.

Academy Day and Attendance

Activity	Years 7 and 8
Arrive at	07.45
Lesson 1	08.00 - 09.00
Lesson 2	09.00 - 10.00
Movement/Comfort Break	10.00 - 10.05
Lesson 3	10.05 - 11.05
Lesson 4 (to include a staggered lunch break of 30 mins)	11.05 - 12.35
Lesson 5	12.35 - 13.35

Activity	Years 9 and 10
Arrive at	08.45
Lesson 1	09.00 - 10.00
Movement/Comfort Break	10.00 - 10.05
Lesson 2	10.05 - 11.05
Lesson 3 (to include a staggered lunch break of 30 mins)	11.05 - 12.35
Lesson 4	12.35 - 13.35
Lesson 5	13.35 - 14.35

Activity	Year 11 and Sixth Form
Arrive at	09.50
Lesson 1	10.05 - 11.05
Lesson 2 (to include a staggered lunch break of 30 mins)	11.05 - 12.35
Lesson 3	12.35 - 13.35
Lesson 4	13.35 - 14.35
Movement/Comfort Break	14.35 - 14.40
Lesson 5	14.40 - 15.40

The Academy day may be extended to allow students to take part in other activities and clubs.

To enable students to be the best they can be, it is vital that they attend the Academy regularly and that they arrive on time. If students are regularly late, their tutor, with the assistance of parents, will help them tackle the issue. But remember it is the student's responsibility to get to the Academy on time. A sanction may be issued for unacceptable lateness.

It is an expectation that parents notify the Academy on the first day their child is unable to attend, and each day thereafter when it is due to illness or other circumstances. Absence reporting can be made via the Student Absence Reporting link on the 'contacts' page of the Parent Portal, by telephoning 01623 663450 or emailing attendance@tscacademy.org.uk.

Remember the students who achieve the most always have excellent attendance records.

Medical Information

Occasionally it is possible for pupils who are receiving medical treatment for serious illnesses to be put at risk if they are exposed to measles, chicken pox or shingles viruses.

The best way to protect our students from measles is for all children at school to be immunised. Please discuss measles immunisation with your GP if your child has not already received it. If your child is suspected of having measles, you should let us know immediately.

Students who suffer from serious illness could also be at risk from chicken pox and would need to be given an injection within three days of contact. If your child is suspected of having chicken pox, you should let us know immediately.

It is also important that you let us know if there is shingles in your household. Your child may not be at any risk whatsoever from this situation. However, the health and well-being of students who are at risk, does depend on the cooperation of all other parents and we hope you can help us in this matter.

Please inform us if your child's medical needs change by emailing us at health@tscacademy.org.uk to ensure we have up to date information.

Lunch Arrangements

All students must remain on the Academy site throughout the lunch period.

As we are totally committed to providing high quality food at the lowest possible price there will be no need for students to leave site to buy food. Of course students will also be welcome to bring a packed lunch.

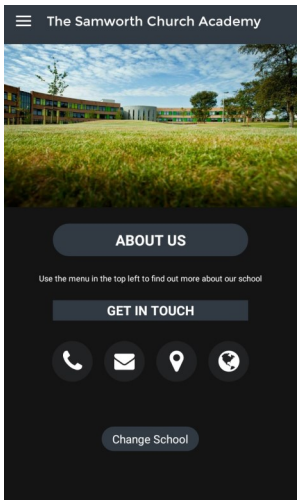
Chocolate, sweets, fizzy drinks, energy drinks, and family size packets of biscuits and crisps should not be brought into the Academy and will be confiscated for collection by students at the end of the school day.

We know that the vast majority of parents will want to have confidence of their children's whereabouts during the working day.

If there is a very good reason why your child needs to go home during the Academy day please contact us so that we can firstly discuss the situation and, where appropriate, grant permission to leave the site. We anticipate these circumstances to be rare but acknowledge there may be individual situations where such permission is appropriate.

For All The Latest Academy Updates

School App



Download Schudio from your Android or iPhone app store. Once you've downloaded the app it couldn't be simpler to use. Open the app and you'll then have to sign up by pressing the 'Join Schudio' button. Enter your name, email and a password and press 'Join Now'. You'll then be prompted to select from the list of schools. Choose 'The Samworth Church Academy' as your school on the app. That's it! You're up and running on the Schudio App! On the App you'll be able to see News, Events and Announcements from the The Samworth Church Academy.

Parent Portal Account

To create a Parent Portal Account:

- Click on the Parent Portal link on the footer of the website home page.
- Click on 'Request Parent Portal Account'.
- Complete the Parent Portal Account Request form and submit.

Once submitted, the Data Team will respond by emailing you with your login details.

After logging in you will be able to access a wide array of your child's data including Attendance Data, Timetable, School Reports, Activities Record, Teaching Groups, etc. You will also be able to view a variety of Academy information as well as access the Student Absence Reporting link, keep up with school news and daily bulletin items.

iParent App

Designed to further enhance communication with our parents.

- The iParent app is a secure app requiring a simple login for all parents; it is an extension of the Parent Portal. Each child has a unique profile detailing their personal school information.
- iParent app provides quick and easy access to everything you need to know about your child's school life including rewards and conduct notifications, reports and assessments, timetables, school news and more.
- Please note that the first time you launch the app you will be required to enter the School Code which is SCA.
- If you have an existing Parent Portal account you will be able to use this to log in. If you do not have a Parent Portal account please request one via the Academy website.

Should you encounter any difficulties with using the iParent app, please do not hesitate to contact our Data Office via emailing parentportal@tscacademy.org.uk.

Satchel One App

The Satchel One app is designed to assign, monitor and organise homework with tools that engage students and involves parents. The app provides more support for students, allows homework reporting to ensure the quality and frequency and ensure everything is accessible online for students, teachers and parents. A letter will be sent out with the login information when your child starts school. Having the Satchel One App is important to parents/carers because any sanctions by staff are communicated directly via the app and also any positives and badges awarded to your child.

Online Payments Using Credit/Debit Cards

For easy online payments for student lunches, trips, etc. download the Wisepay app and open an account by clicking on the link located on the footer of the Academy website homepage. You will be issued login details by our Finance Team.

Download on the App Store

GET IT ON Google play

Governing Body Information

Nick Linney is Chairman of the Linney family business which was founded in 1851 by William Linney. The business is now in its sixth generation and has evolved from a bookshop/printing business into a marketing services group with an annual turnover of circa £100m. Nick's hobbies include family businesses, golf, and classic cars. Nick can be contacted at the following address: Mr N Linney, Chair of Governors, c/o The Samworth Church Academy, Sherwood Hall Road, Mansfield, Notts. NG18 2DY

For further information about our governors, please see our website.

THE SAMWORTH CHURCH ACADEMY

Academy Year 2022/ 2023

	September 2022						October 2022						November 2022					
M		5	12	19	26			3	10	17	24	31		7	14	21	28	
T		6	13	20	27			4	11	18	25		1	8	15	22	29	
W	31	7	14	21	28			5	12	19	26		2	9	16	23	30	
T	1	8	15	22	29			6	13	20	27		3	10	17	24		
F	2	9	16	23	30			7	14	21	28		4	11	18	25		
S	3	10	17	24			1	8	15	22	29		5	12	19	26		
S	4	11	18	25			2	9	16	23	30		6	13	20	27		

	December 2022						January 2023						February 2023					
M		5	12	19	26			2	9	16	23	30			6	13	20	27
T		6	13	20	27			3	10	17	24	31			7	14	21	28
W		7	14	21	28			4	11	18	25			1	8	15	22	
T	1	8	15	22	29			5	12	19	26			2	9	16	23	
F	2	9	16	23	30			6	13	20	27			3	10	17	24	
S	3	10	17	24	31			7	14	21	28			4	11	18	25	
S	4	11	18	25			1	8	15	22	29			5	12	19	26	

	March 2023						April 2023						May 2023					
M			6	13	20	27			3	10	17	24		1	8	15	22	29
T			7	14	21	28			4	11	18	25		2	9	16	23	30
W		1	8	15	22	29			5	12	19	26		3	10	17	24	31
T		2	9	16	23	30			6	13	20	27		4	11	18	25	
F		3	10	17	24	31			7	14	21	28		5	12	19	26	
S		4	11	18	25			1	8	15	22	29		6	13	20	27	
S		5	12	19	26			2	9	16	23	30		7	14	21	28	

	June 2023						July 2023						August 2023					
M			5	12	19	26		3	10	17	24	31			7	14	21	28
T			6	13	20	27		4	11	18	25			1	8	15	22	29
W			7	14	21	28		5	12	19	26			2	9	16	23	30
T		1	8	15	22	29		6	13	20	27			3	10	17	24	31
F		2	9	16	23	30		7	14	21	28			4	11	18	25	
S		3	10	17	24		1	8	15	22	29			5	12	19	26	
S		4	11	18	25		2	9	16	23	30			6	13	20	27	

	School Holidays		Public Holidays	Inset Days

The Samworth Church Academy
Sherwood Hall Road
Mansfield
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Email: enquiries@tscacademy.org.uk
Website: www.samworthchurchacademy.co.uk