

Year 7 Parent Handbook 2023-2024



North Oxfordshire Academy

The best in everyone™

Part of United Learning

Academy Details

North Oxfordshire Academy

Drayton Road

Banbury

OX16 0UD

T: 01295 224300

E: enquiries@northoxfordshire-academy.org

www.northoxfordshire-academy.org



@NorthOxAcademy



Acting Principal

Ellie Jacobs

NOA 9

1. I attend every day and I am on time.
2. I am smartly dressed in academy uniform with the correct equipment.
3. I always try my hardest to learn.
4. I always do as I am asked, the first time I am asked.
5. I am in the right place at the right time doing the right thing.
6. I take pride in the presentation of my work.
7. I commit to disruption free learning.
8. I respect others, their opinions and their personal space.
9. I always take pride in and respect my environment.

NOA students and staff are committed to disruption free learning

Timings of the Academy Day

	Tutor	P1	P2	Break	P3	Lunch	P4
All students	8.20 to 9.05	9.05 to 10.20	10.20 to 11.35	11.35 to 11.55	11.55 to 13.10	13.10 to 13.40	13.40 to 15.00

Key Contacts

Pastoral Leader	Name	Email
Year 7 and Year 8 SLT Lead	Elliot Hurst	Elliot.Hurst@northoxfordshire-academy.org
Year 7	Amy Peacock	Amy.Peacock@northoxfordshire-academy.org
Year 8	Amy Peacock	Amy.Peacock@northoxfordshire-academy.org
Year 9	Tom Tanner	Tom.Tanner@northoxfordshire-academy.org
Year 10	Isobel Stanford	Isobel.Stanford@northoxfordshire-academy.org
Year 11	Sam Emsley	Samantha.Emsley@northoxfordshire-academy.org

Year 7 Key Contacts

Name	Role/Tutor Group	Email
William McCubbin	Tutor 7C1	William.Mccubbin@northoxfordshire-academy.org
Jonathan Lowe	Tutor 7H1	Jonathan.Lowe@northoxfordshire-academy.org
Joe Henry and Sam Cooke	Tutor 7C2	Joseph.Henry@northoxfordshire-academy.org & Samantha.Cooke@northoxfordshire-academy.org
Paul Donnelly	Tutor 7H2	Paul.Donnelly@northoxfordshire-academy.org
Phil Simon	Tutor 7P1	Phil.Simon@northoxfordshire-academy.org
Haroon Ntege	Tutor 7T1	Haroon.Ntege@northoxfordshire-academy.org

Key Dates for Year 7

Parent Events:

7 September	Teacher, Student, Parent Meeting One
28 September	NOA Open Evening/ Transition Evening
12 October	Y7 Parents Evening
7 May	Teacher, Student, Parent Meetings Two

Extended Tutor Days:

20 October (Friday)
17 November (Friday)
24 January (Wednesday)
7 March (Thursday)
13 June (Thursday)

Examinations:

WC Monday 11 September Y7 NGRT in lesson exams

WC Monday 2 October Y7 MidYIS in class exams

WC Monday 18 December/10 January/15 January KS3 & Y10 Mock

WC Monday 19 February Y7/8 NGRT in lesson exams

WC Monday 20 May /3 June KS3 & Y10/12 Mock

WC Monday 3 June Y7/8 NGRT in lesson exams



North Oxfordshire Academy Term Dates 2023-24

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

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

Teacher-Student-Parent Day

Bank Holiday

School Holiday

Inset Day

Parents Evenings:

- Year 7 – Thursday 12 October 2023
- Year 8 – Thursday 2 November 2023
- Year 9 – Thursday 30 November 2023
- Year 10 – Thursday 22 February 2024
- Year 11 – Thursday 11 January 2024
- Year 12 & 13 – Thursday 25 January 2024

- Term 1 Thursday 7 September - Friday 20 October
- Term 2 Monday 30 October – Wednesday 20 December (Inset Day - Friday 1 December)
- Term 3 Tuesday 9 January – Friday 9 February
- Term 4 Monday 19 February – Thursday 28 March
- Term 5 Tuesday 16 April – Friday 24 May
- Term 6 Monday 3 June – Wednesday 24 July

Attendance Matters at North Oxfordshire Academy

Why is 97%+ attendance so important?

Regular attendance at school means that you can make the most of your education and improve your chances in adult life.

School can also help you develop social skills such as making and developing friendships. A regular and punctual attendance pattern will help you when you enter the world of work.

The link between attendance and how well you do in school is clear. The more a pupil is in school the more they increase their opportunity to fulfil their potential.

What to do if you will be absent from school

Parents should contact the school as soon as possible if a child is going to be absent or late for any reason e.g. doctor, dentist and provide an appointment card. The school has a dedicated phone line for reporting absence.

The NOA absence line is:

01295 234214

We understand that some appointments are unavoidable i.e. with hospital specialists. However, appointments where there is flexibility such as dental appointments or eye tests should not be scheduled during the school day.

Punctuality

Arriving to school on time matters too. Being frequently late for school adds up to lost learning:

- Arriving 5 minutes late every day adds up to over 3 days lost each year.
- Arriving 15 minutes late every day is the same as being absent for 2 weeks a year.
- Arriving 30 minutes late every day is the same as being absent for 19 days a year.

Some Strategies to Improve Punctuality and Attendance

- Bedtime routines – packing school bag ready for the next day, getting to bed earlier, setting a time for a television and other devices to be turned off.
- Morning routines – setting the alarm earlier, no screen time until ready for school (and maybe not even then), having breakfast before leaving home, meeting a reliable friend to walk to school with.
- Coming to school for breakfast club (starting at 7:45 am)

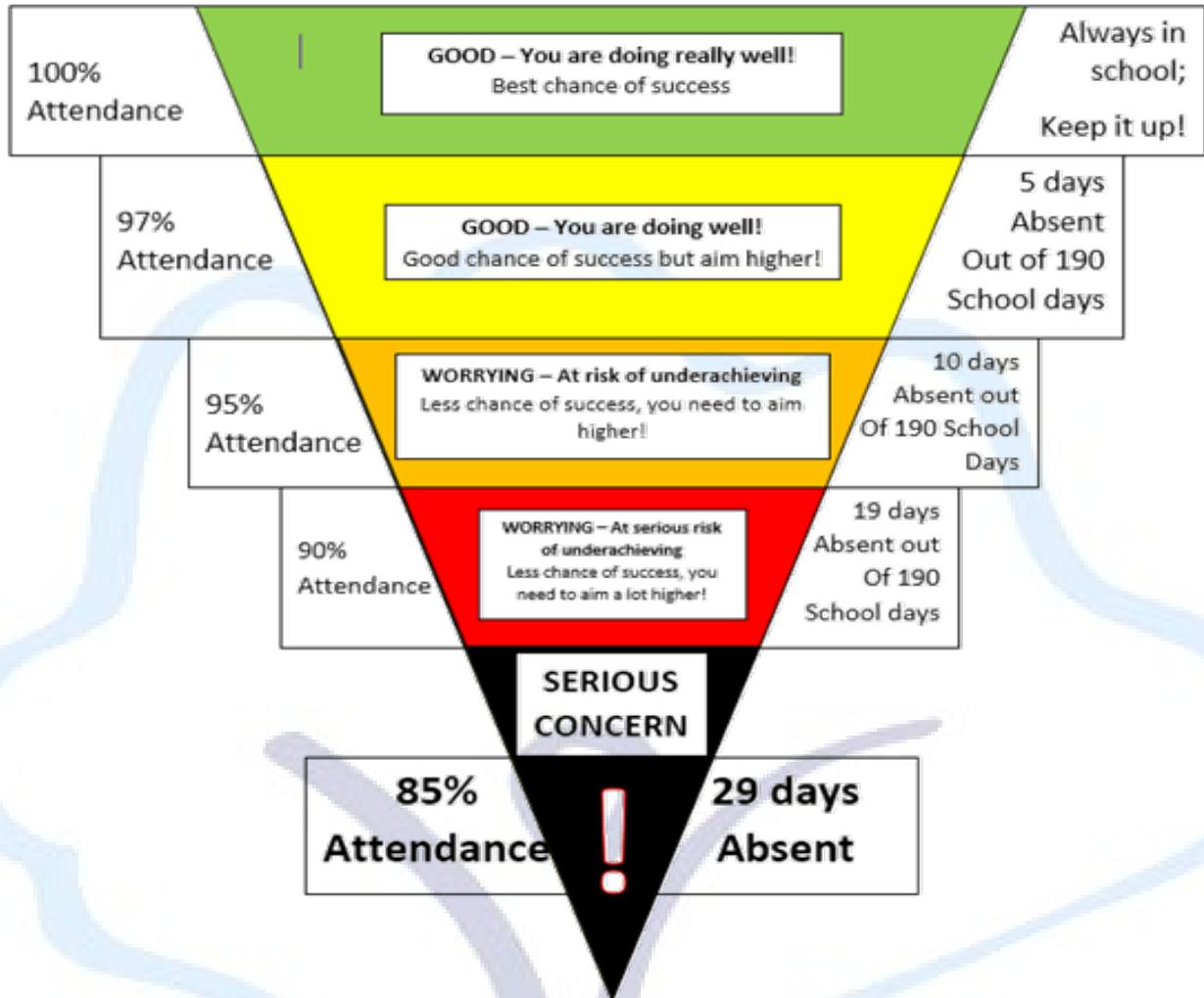
97+% Attendance
Target

Attend today, succeed
tomorrow



ATTENDANCE CHART

Good attendance is vital for good progress at school. Every term, you should aim to go up one level on the chart or, better still, stay at the top!



Student Equipment

Ready to Learn?

- | | |
|-----------------------|--|
| • 2 pens (black/blue) | • Non-permanent whiteboard pen |
| • 1 Green pen | • Knowledge Organiser – Given by school |
| • 1 pencil | • 1 scientific calculator (Must be a Casio FX85) |
| • 1 rubber | • Home Learning book – Given by school |
| • 1 ruler | • A school bag |

Home Learning Book

- The Home Learning book should be in the student's bag at all times
- Clearly date and title (including subject title) each piece of home learning in the Home Learning book
- Underline with a ruler after each completed piece.
- Use both sides of the page and don't leave empty spaces.
- The back pages of the Home Learning book are to be used as your reading log

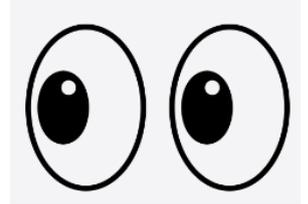


Using Knowledge Organisers to self-quiz

Your child will be issued with a Knowledge Organiser each term with all subjects in one booklet. Subject Knowledge Organisers can also be found on the academy website.

LOOK

- Read the definition of the first key word in your head.



SAY

- Cover it up and say in back to yourself, repeat with all four words.
- Uncover the words and check you said it correctly.



COVER

- Cover up all four words.



WRITE

- Write out the definitions for all four words from memory.



CHECK

- Uncover the definitions and green pen to correct.



Home Learning

Students will receive a homework timetable at the start of the year so that they can plan and organise their homework each evening.

This will also be on the academy website. Home Learning will be published on TEAMS and you will be able to see all your home learning in the Assignments tab.

There are Home Learning Clubs every day that all students are welcome to attend should they need access to computers or learning support.



Rewards

The Reward system at North Oxfordshire Academy recognises acts of kindness, hard work and engagement with Extra Curricular activities.

Students will be given 'Acts of Kindness' cards by staff and this will be their raffle ticket for the weekly draw in assembly.

Students will also be rewarded for hard work and engagement in Extra Curricular activities using Merit points and they will be awarded to students using Arbor.

Each term, students will have Celebration Assemblies to reward students with the highest number of Merits overall as well as the highest number of Merits in each subject area. Celebration Assemblies will also reward for Excellent Attendance and Rank Order Assessment success.



WORK
HARD



BE
KIND



DEVELOP YOUR
WHOLE SELF

Clubs and after school Enrichment

Enrichment is a very important part of the North Oxfordshire Academy experience, ensuring students have the opportunity to develop new skills, talents and character outside their formal learning environment. We offer a wealth of clubs including music, drama, sports, animal care and science club.

At North Oxfordshire Academy we offer leadership opportunities for every student, many of which come from the wide range of clubs on offer. In addition to this every Tutor Group has a Form Captain and Sports Captain.

Regular attendance to clubs and activities is necessary for student development both academically as well as emotionally and socially. If you have chosen to attend you should attend regularly and if you are unable to attend, please notify the staff member in charge so they are aware.

Students will be rewarded with Merits for attendance to clubs.

The calendar is available on the Academy website.



From Year 9 students are eligible to take part in the Duke of Edinburgh Award Scheme, which is a highly esteemed and rigorous programme designed to challenge your physical fitness, leadership, teamwork skills, personal development and your community involvement.



Uniform

Our aims for school uniform at NOA are:

- All students are ambassadors for NOA and are proud to wear our school uniform.
- Parents support the wearing of school uniform.
- The local community recognises NOA students.
- Students develop a sense of pride in their school and a professionalism to prepare them for the world of work.

Benefits of have a school uniform are:

- The differences between students are reduced, which in turn, reduces some of the causes of social isolation and bullying.
- Self-esteem of particular groups of students may be improved.
- Security is improved - it's easy to spot who does and does not belong to the school community.
- Students feel a stronger sense of belonging and commitment to their school.
- It improves the image of the school in the local community.
- It creates a sense of purpose within the school environment.



Boys:



Girls:



Boys:

- Navy blue academy blazer with the North Oxfordshire Academy badge
- Blazer sleeves must be worn rolled down
- A light blue long or short sleeved shirt suitable for a tie
- Plain navy tailored trousers (ankle length)
- The academy grey jumper (optional in cold weather)
- Belts must be plain black or navy with no big buckles or logos
- Tie - each house has a different coloured stripe which enables staff to recognise which house each student belongs to

Girls:

- Navy blue academy blazer with the North Oxfordshire Academy badge
- House identity strip above academy badge which must be ironed or sewn on at home
- Blazer sleeves must be worn rolled down
- A light blue reverse collar shirt with no visible undergarments i.e. long sleeve t-shirt
- Plain knee length navy skirt with North Oxfordshire Academy logo at waistband (which must always be visible) or plain navy tailored trousers (ankle length)
- The academy grey jumper (optional in cold weather)
- Headscarf – plain black or navy
- Blue, Black or natural coloured tights/socks. No leggings or patterned tights allowed.

Footwear (Boys & Girls)

- Must be black flat and plain. There should be no logos, stripes/ticks or patterns on footwear. If you are in any doubt about the academy rules please contact your child's pastoral leader before purchasing them.

Other Items

Jewellery

- One plain gold or silver stud per ear
- One watch (watches connected to mobile phone technology must only be used for time telling)
- **No** other jewellery may be worn.

Please note that jewellery will be confiscated and returned to the student at the end of the academic day or if necessary, a parent will be asked to collect from the academy.

Body piercings/tattoos

There must be no visible body piercing and/or tattoos. Tongue piercings are absolutely forbidden in school. Please ensure your child does not wear the following;

- Stretchers/expanders/bars
- Hooped earrings & ear cuffs

If you decide to allow your child to have an additional piercing to that allowed above, please do so at the start of the summer holidays so that it has time to heal and be removed when they return to school.

Clear retainers for nose & ear piercings are permitted.

Nails

- No nail varnish (even natural colours) is to be worn in the academy at all.
- No false nails/acrylic nails may be worn.

Hair

To be natural – **no** unnatural colour, extensions, hair sculpture, decorative shaved patterns are not permitted.

Make-up

Year 7,8 & 9 – **No make-up allowed at all.**

Year 10 & 11 only light foundation and mascara may be worn.

PE Kit

The PE kit is an essential part of each student's equipment.

PE kit must be brought to all PE lessons even if students are excused from PE as they will be expected to participate in student observations, coaching etc.

KIT LIST

Essentials:

- NOA polo shirt (sky blue) and/or NOA fitted polo shirt (navy with sky blue)
- NOA hooded sweatshirt (navy)
- NOA shorts (navy) and/or NOA skort (navy with sky blue)
- NOA socks (navy/sky blue hoops)
- Footwear: trainers

Optional, but recommended items:

- Tracksuit bottoms (plain navy or black)
- Leggings (plain navy/black – only allowed to be worn under shorts/skorts) No tights are allowed.
- Sports bra (Optional)
- Base layers (plain navy/black)
- NOA long sleeve polo shirt (navy with sky blue - recommended for contact rugby lessons and fixtures)
- Shin pads and gum shields are available to buy from the PE department/Student Services
- Footwear: studded boots for football or rugby



Out of Uniform Procedure

If your child arrives at the academy out of uniform the academy will follow the process below:

1. Phone call to go home to parents/ carers
2. Student taken to student services to borrow uniform
3. Students are given 24 hours to correct shoes (if none are available to borrow) /nails/hair infringements.

Students must return any borrowed uniform at the end of the day.

If you have any issues regarding uniform, please call the academy to let us know in advance. Please do not send your child to school in incorrect uniform without contacting us first. We will do everything we can to help.



Purchasing NOA uniform

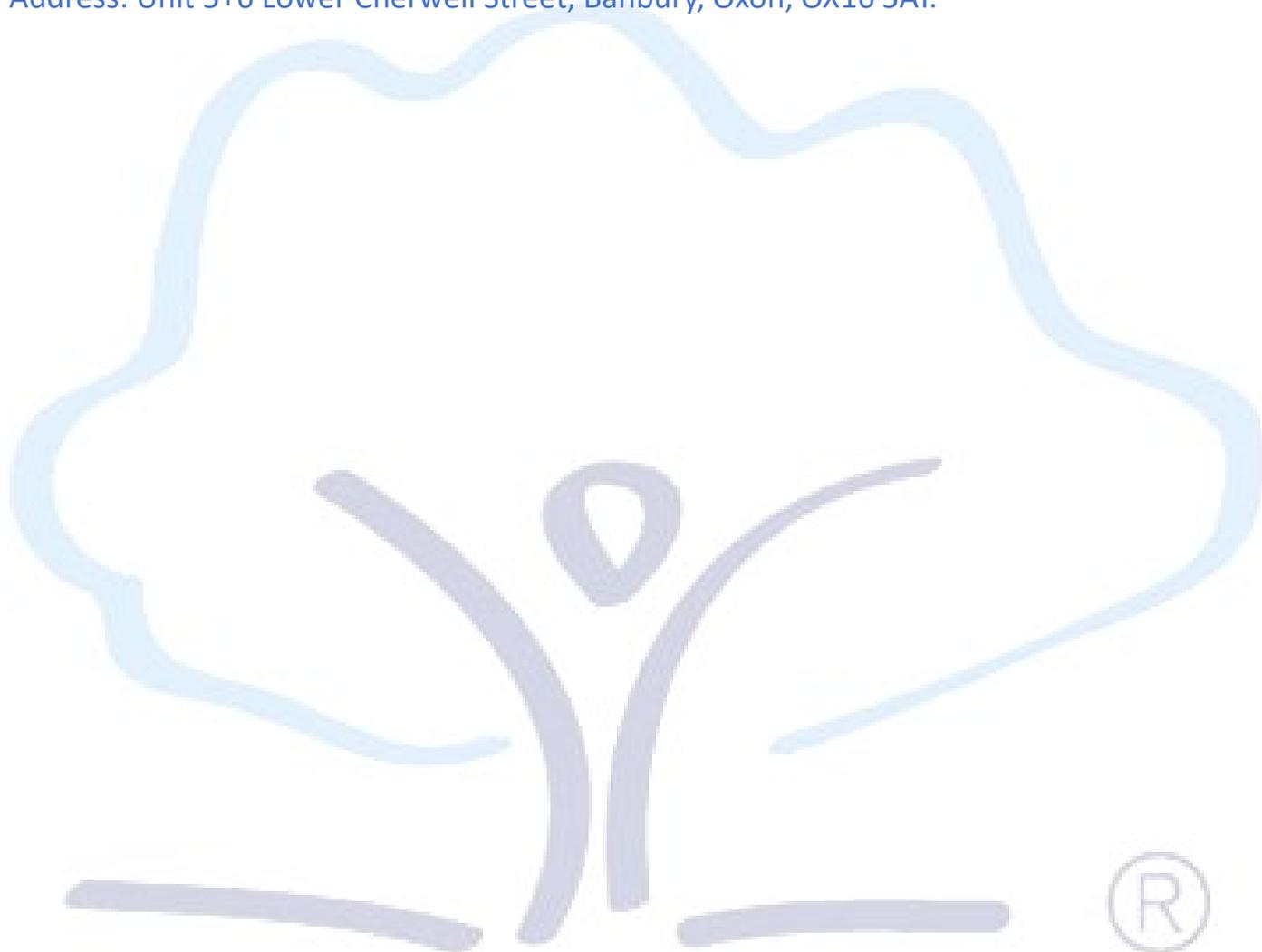
The uniform items your child will need must be purchased from Cross Embroidery, Banbury. Pre-ordering is advised.

Cross Embroidery

Phone: 01295 270555

Email: sales@crossembroidery.com

Address: Unit 5+6 Lower Cherwell Street, Banbury, Oxon, OX16 5AY.





Feelings and Behaviour

Managing Disappointment

Boosting my mood

Mental Health

Friendship

Feeling Low

Families

Talking about Feelings

Learning from mistakes

Being Unique & Self Esteem

Peer Influence

Friendship Changes

Personal Hygiene and oral health

Physical changes at puberty

Emotional changes at puberty

Positive Self talk

Fit and Active Food Choices

Tobacco, vaping & e-cigarettes

Young people's attitudes to alcohol

Starting at secondary school

Managing money at secondary school

Confidence building for group work

Skills for the employment market

What makes someone employable

My online personality

Social Media as a positive influence

Verbal Bullying & Baiting

A welcoming & inclusive school

Challenging stereotypes

Respect

12 Skills competencies and recording

Soft Skills

Careers

Different types of skills for work

Broadening Horizons

Keeping safe

Online life & media

Emotional & mental health

Health & fitness

Relationships

Sexual health

Future choices & money

Values, rights & responsibilities

Personal skills development

Other

Anti - Bullying

Bullying is:

- repeated
- intended to hurt someone either physically or emotionally
- often aimed at certain groups, for example because of race, religion, gender or sexual orientation

It takes many forms and can include:

- physical assault
- teasing
- making threats
- name calling
- cyberbullying - bullying via mobile phone or online (for example email, social networks and instant messenger)



You can report any other concern (Bullying/Mental Health/Sexual Harassment) through the homepage of the school's website as shown below:

North Oxfordshire Academy
The best in everyone™
enquiries@northoxfordshire-academy.org
01295 224300

Home Academy Info About Us Students Sixth Form Parents Curriculum Staff Governors Lettings Contact Us

with your homework or a computer issue.
Year 7 go to the Library (2:50pm-3:35pm)
Year 8 go to H1 (3:00pm-3:45pm)
Year 9 go to B2 (3:05pm-3:50pm)
Year 10 go to A22 (3:10pm-3:55pm)
Year 11 go to D16 (3:15pm-4:00pm)

"I need help with my homework"

"I don't have a computer at home"

Report A Concern

Academy Information 11-18 Curriculum Sixth Form

CPOMS Coronavirus advice Ofsted Good Provider Microsoft Teams User Guide

Welcome from the Principal

You can report a concern about yourself or about someone else.

All incidents will be looked into within 48 hours of reporting.

Welfare and Mental Health Support

- Designated Safeguarding Lead/Assistant Principal: Mrs Mcfarlane
- Welfare Team: Miss Jobbins & Miss Smith.
- School Health Nurse: Robyn Middlemiss
- Mental Health First Aid Team: Mrs Mcfarlane, Miss Peacock, Miss Emsley, and Mrs Tyler.

Out of school help – Mental Health Support

These contacts are for when you might be really struggling and need urgent help.

Young Minds: Call 020 7089 5050 for help or text the crisis messenger service for free, any time of day. Text YM to 85258

Childline: Call 0800 1111 (24 hours 7 days a week) for help or live chat online – www.childline.org.uk



North Oxfordshire Academy

The best in everyone™

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