

Bluecoat Aspley Academy

Parent Handbook



Bluecoat Aspley
believe in yourself, in others, in God



Welcome to the Archway Learning Trust

Dear Student,

Congratulations on gaining a place at Bluecoat Aspley Academy,

We are delighted to be able to welcome you and your family to our own family at Archway Learning Trust. You will be a very valued and important member of our family of schools across Nottingham and Derby. As well as being a part of Bluecoat Aspley Academy, you will be able to experience many additional opportunities: we hope you will take full advantage of all these exciting benefits.

Our promise to you is that we will help you to grow and flourish during your school career.

As a family of schools we believe in the transformational power of learning and we promise to provide you with outstanding learning experiences and opportunities to participate in a range of exciting activities.

We know you have been working hard with your primary school teachers and you have developed many important qualities and values; we will continue to help you to develop these values. When you face challenges we will help you to build resilience but above all we will help you to believe in yourself and respect others. We will respect you and your family and we will all work together so that we respect other people and celebrate our different cultures and beliefs.

You will be at the centre of everything we do.

As well as this letter you will also find a letter from your chosen academy and some more information about all of the opportunities available to you. Over the next term you will be sent more information including a time line of key events, which will help you on your transition journey from primary to secondary school.

We look forward to welcoming you to our Trust in the very near future and to Bluecoat Aspley Academy.

Yours sincerely,



Sian Hampton

CEO

Archway Learning Trust

Term Dates 2022-2023

Autumn Term 2022	Start	Friday 2 nd September – Friday 14 th October
	Half Term	Monday 17 th October - Friday 28 th October (2 weeks)
	End	Monday 31 st October – Wednesday 21 st December
Christmas Holidays (Friday 23 rd December – Friday 6 th January – 2 weeks)		
Spring Term 2023	Start	Monday 9 th January – Friday 10 th February
	Half Term	Monday 13 th February – Friday 17 th February (1 week)
	End	Monday 20 th February – Friday 31 st March
Easter Holiday (Monday 3 rd – Friday 14 th April – 2 weeks)		
Summer Term 2023	Start	Monday 17 th April – Friday 26 th May
	Half Term	Monday 29 th May – Friday 2 nd June (1 week)
	End	Monday 5 th June - Friday 28 th July
Summer Holidays (Monday 31 st July – Friday 1 st September – 5 weeks)		

INSET Days:

- Thursday September 1st
- Monday October 3rd
- Thursday December 22nd
- Thursday June 29th
- Friday June 30th

Our School Day

Bluecoat Aspley Academy Day Explained

Students need to arrive to the Academy by 8:30am.

8:30am	Start of the School Day
8:30-9:00am	Registration and Form Time Activities (Act of Worship, PSHE, Critical Thinkers, Archway Worship)
9:00-10:00am	Period 1
10:00-11:00am	Period 2
11:00-11:30am	BREAK
11:20-12:30pm	Period 3
12:30-1:00pm	Lunch for Year 7 & 8
12:30 – 1:30pm	Period 4 for year 9, 10, 11
1:00-2:00pm	Period 4 for year 7 and 8
1:30-2:00pm	Lunch for year 9, 10, 11
2:00-3:00pm	Period 5
3:00pm	End of the School day
3:00-4:00pm	Period 6 for some KS4 Students



Day Structure at Bluecoat Aspley 2022/23

9 – 10am	10-11 am	11-11:30am	11:30-12:30pm	12:30-1pm	1-2pm	2pm-3pm
Period 1	Period 2	Break	Period 3	Year 7 & 8 Lunch	Year 7 & 8 Period 4	Period 5
				Y 9, 10, 11 Period 4 12:30 – 1:30	Year 9, 10, 11 Lunch 1:30-2pm	

Attendance

We would ask that should your child be absent due to 'exceptional circumstances' you contact the Academy student absence line or send a free message via ParentMail before 8:00am. We expect all students to attend everyday unless they are very ill and/or due to exceptional circumstances.

Our minimum expected level of attendance for every student is 96.5%

Family holidays should be taken in line with the 13 weeks of Academy holidays indicated above. The Academy does not authorise any holidays which occur in term time, even those adjoined to an Academy holiday.

We will request Penalty Notices to be issued, by the Local Authority, for unauthorised holidays and the Educational Welfare Service will be alerted to families who take a holiday during term time.

When your child can miss time from the Academy

You can only allow your child to miss school if either:

- They're too ill to go in; or
- You've received advance permission from the Academy.



1. What should I do if my child is ill and cannot come into the Academy?

We ask all our parents/carers to contact the Academy on each and every day of their child's absence before 8:00am to explain the exceptional reason for their child's absence. This can be done by either leaving a message on the student absence line or sending a free message through the ParentMail app. **We encourage you to send your child to the Academy if it is a minor illness.** If throughout the day they become worse, your child's Year Leader will contact you and discuss whether they need to stay at school or if they should go home.

2. What do I need to do if my child needs to leave the Academy during the day?

A letter/email with confirmation of the reason of absence needs to be sent to your child's Year Leader or the Attendance Officer ahead of time so that we are made aware of the reason as to why they need to leave early. Students must sign out at Student Reception, if they leave during the Academy day.

3. Do I need to provide medical evidence for appointments? Dentist, doctors, hospital, optician, orthodontist?

Whenever possible, all medical appointments should be made outside of Academy hours. We are aware that some appointments have to be made during the Academy day. In these cases,

we need to see medical cards or appointment letters from the relevant medical professional, in order for this absence to be authorised. This can be provided to our office inbox – office@bluecoataspley.co.uk or alternatively provided to student reception for them to scan a copy of the appointment to send to the attention of the attendance officer.

4. What happens if my child is not in the Academy and I do not inform you?

If a reason is not given for your child's absence via the student absence line or ParentMail before 8:00am, you will receive a text message from the Academy asking for an explanation. Should we not be able to contact you we will record your child's attendance as unauthorised. We will continue to try and contact you to ascertain the reason for your child's absence (contact will be attempted in a number of ways; text messages, calls & voicemails, emails, letters and home visits). Unauthorised absence is looked at closely by the Educational Welfare Team. As an Academy we will support you in getting your child back into the Academy in the first instance. However persistent absenteeism impacts significantly on your child's progress and so we will use a firm line alongside government legislation if necessary.

Holidays during term time

If you wish to request a family holiday during term time, this request will need to be made in writing to the Principal (either letter or email). It will be the Principal that will then decide whether they allow the student to take time off from the Academy. Please note that it is exceptionally rare for any holidays to be authorised during term time as students already have 13 weeks of Academy holidays.

Should you still wish to take your child out of the Academy during term time, this will be marked as an unauthorised absence on your child's attendance record. Due to concerns surrounding the amount of unauthorised absences and the impact this has on student's education, we will request that the Local Authority issue penalty notices to parents/carers if they take their child out of the Academy during term time.

Penalty Notices

If your child does not attend regularly we will work with you to try and support better attendance. This is done through attendance meetings with your child's Year leader and the Attendance Officer.

However, should this not work, we will request legal action from the Local Authority (if applicable). This may be a penalty notice of £60 per child per parent/carer. If this remains unpaid after 21 days it will rise to £120 per child per parent/carer. If it remains unpaid after 28 days it may be referred to the Magistrates court. A penalty notice is an alternative to prosecution and is in place to secure better attendance.

Punctuality

Arriving on Site

This is key for every student, every day. We expect students to arrive at the Academy no later than **8:25am**.

Students who arrive at the Academy later than 8:30am will be marked down as late.

Students that are late to the Academy for no authorised reason will be allocated a 30 minute after school detention for punctuality that day. If a student is late **three times** in a half term they will be allocated a 1 hour after school detention for punctuality on that day. Students will receive a 1 hour after school detention for every third late. Parents will be notified via text message of the afterschool detention. Should a student not attend the after school detention they will be placed in the ILU for the following day and will sit the after school detention that same night.

Students who are late more than five times in a term may also be issued a Saturday detention which lasts for 2 hours. Parents will be given advance warning for this sanction.

Should your child be persistently late, your child's Year Leader and/or Attendance Administrator will arrange to meet with you to help support you getting your child to the Academy on time.

To Lessons

We expect every child to arrive at their lessons on time and be ready to work. Student lateness is chartered through the week for every lesson. At the end of break and lunch a whistle is blown just prior to the bell to ensure all students know it is the end of their social time. You will be informed if your child shows a pattern of lateness to lessons that we are concerned about.

Students who are persistently late will be placed on an attendance and punctuality card and issued with a negative point for defiance and no-co-operation.

Archway Learning Trust

Mission – BUILD (building students of the future)

Brave - Embracing change and the opportunities joining the Archway family offers them. Brave to make mistakes and know that learning from them is what makes you better, brave to express their opinions and explore ideas

Unique - We want students to be themselves and we want to celebrate their diversity and help them along with their journey of self-discovery

Independent - Students to have consistent routines, which will be taught, explained, and modelled ensuring they are well equipped to flourish in their learning

Love for learning - We will help students to develop positive learning behaviours and a positive attitude to their learning, to ensure they have life-long skills and are able to make informed choices for their futures, giving them greater life chances

Desire - We want students to have a passion to be successful.

“Working together, transforming lives”

Vision

To ensure that every child transitions to secondary school successfully working with primaries, parent/carers and the wider community

To work hard to ensure that every student is known and engages with their school, communication with primaries and parents is key

To produce world class standards of student achievement

To further improve student and community engagement

To develop and continue an excellent standard of Teaching and Learning, working closely with our primaries to continue?

Senior leaders, teachers and support staff to work collaboratively across the Trust to ensure that every student's ambitions are nurtured and encouraged.

We want to celebrate the family of Archway

Teaching and Learning



We believe at the roots of our learners is our school ethos (believe in yourself, in others and God) and values (faith, hope, family and respect). From this, our learners grow and are guided to become highly literate, CRITICAL thinkers through Talk for learning and the PERFECT model.

Our Vision

We are a team at Bluecoat Aspley Academy working towards the same goals of creating CRITICAL thinkers. We recognise the important role of high quality teaching and learning in transforming pupils into highly independent and responsive learners.

CRITICAL Thinkers



A key focus at Bluecoat Aspley Academy is the promotion of pupils CRITICAL thinking skills. These are skills that are promoted through tutor time activities and through all lessons. We encourage staff to use the words related to these skills in their lessons so that students are aware of the skills that they are developing.

Students are rewarded for exceptional display of these skills with positive points on Go4Schools. Plus students work that shows these skills are put forward by teachers once per half term and displayed on the CRITICAL thinkers wall in main reception. Students are celebrated being on the wall during Acts of Worship and receive positive points for their work that shows the CRITICAL thinkers skills.



We are **CRITICAL** thinkers



Bluecoat Aspley
Academy



For details of the PERFECT model and talk for learning, please see the teaching and learning handbook.

CRITICAL thinkers have the skills to be **Challenged**, **Resilient**, **Independent**, **Thoughtful**, **Imaginative**, **Collaborative**, **Leaders**. Our vision is to produce pupils that have the CRITICAL thinker skills so that they can go into the world with the key skills that will allow them to aspire to be whatever they hope to be and form an integral part of society. These skills are weaved throughout our curriculum and tutor periods to build in opportunities for pupils to practice these skills in a safe and inclusive environment.

Talk for Learning

Building Metacognitive Learners

Metacognition is learning about how you learn and being able to self-regulate your own learning. At Bluecoat Aspley we don't want to have pupils that can just learn from their teachers, we want pupils that can independently learn themselves.

Metacognition and self-regulation approaches aim to help pupils think about their own learning more explicitly, by teaching them specific strategies for preparing, planning, monitoring and reflecting on their learning. Lessons and tutor times are designed to give pupils a repertoire of strategies to choose from and the skills to select the most suitable strategy for a given learning task. Staff will support students by modelling this initially until pupils are confident to do it on their own.

Talk for learning underpins all parts of learning in a lesson, revision and homework. This is the structure of how pupils should talk through how they are learning and adjust it if it is not working.

Prepare: What learning can I do to prepare me for my lesson?

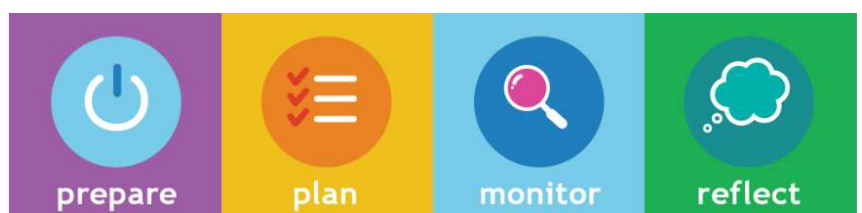
Plan: Have I done this before? What skills do I need?

Monitor: How is it going? Do I need to change what I am doing?

Reflect: How did it go? Did I need to do it differently?

Pupils can use the Talk for Learning prompts in different ways, such as:

- **Think aloud:** Pupils question themselves out loud using the prompt questions above.
- **Think hard:** Teachers challenge pupils and make them think hard with a challenging curriculum. Pupils are also expected to Challenge themselves to think about difficult problems and attempt to come up with solutions using the questions above. It is ok to get things wrong, it is this process that allows us to learn better.
- **Think together:** Pupils work collaboratively to think through their ideas, work with a partner and then compare ideas with a group and then as a class to build on ideas. Together we are stronger.
- **Think alone:** Pupils have time when the teacher will assess them, or they will assess themselves. They are checking their understanding.



Communication and Key Contacts

At the heart of what we do is communication with yourselves. It is the only way we can keep you properly informed of your child and their progress. We hope that communication should be a two way process, that it should not just be us ringing or emailing you, but also the other way around.

The last thing we want is for you to only receive communication if and when your child has made a mistake and displayed inappropriate behaviour. We want to be able to celebrate their achievements also.

Phone

If you want to contact any staff by phone: **0115 929 7445**. This gives you a number of options including speaking to the Student Reception. Staff in Student Reception will put you through to the correct person or take a message if they are not available.

Email

Many parents/carers use email as a quick way to communicate with staff across the Academy. You need to put first initial surname prior to @bluecoat.uk.com

e.g jblogs@bluecoat.uk.com.

Alternatively you can email the office on office@bluecoataspley.co.uk

Senior Staff



**Mr Matt
Turton**
Principal of
Bluecoat Aspley
Academy



**Mrs Natalie
Devine**
Vice Principal



**Mrs Alaina
Wood**
Assistant Principal
– Head of Sixth
Form



**Mr Mohsin
Khan**
Assistant
Principal –
Behaviour &
Safeguarding



**Mr Daljeet
Sandhu**
Assistant Principal
– Curriculum and
Timetabling



**Mrs Kirsty
Lacey**
Assistant
Principal



**Mrs Michelle
Harrison**
Assistant Principal
– Teaching &
Learning

Other Members of Senior Staff:

Mr Alex Doyle –
**Associate Assistant Principal
(Quality of Education)**

Ms Lauren Knight –
**Associate Assistant Principal
(Quality of Education)**

Mrs Keely Platten –
**Associate Assistant Principal
(Post 16 & Quality of Education)**

Dr Leah Wain-Reid -
Trust Lead for English

Bluecoat Aspley Uniform 2022-2023

Students MUST wear	Students MUST NOT wear
Blazers & Ties	
The Bluecoat Academy navy blue blazer with the Bluecoat logo. The Bluecoat Academy Tie.	Any other colour blazer. A blazer without the Bluecoat Logo. Any other type of tie.
Shirts	
Plain blue shirt with a collar. This can either be full sleeves or short sleeves. Shirt needs to be buttoned to the top and tucked in to the trousers or skirt. Students are also able to wear a navy V neck jumper.	Polo shirts. T shirts. Patterned shirts with logos on them underneath their school shirt. Any other type of jumper, hoodie or cardigan.
Trousers	
Charcoal grey or black trousers for the boys. Navy blue trousers for the girls.	Skinny or tapered trousers. Jeans or denim material. Cropped or ¾ trousers. Trousers with pockets stitched on.
Skirts	
Navy blue skirt which must be of an appropriate length (see guidance).	Black or Grey skirts.
Tights & Socks	
Tights must be worn by girls if they are wearing a skirt. Socks need to be plain black or navy blue.	Footless, patterned or coloured tights. No leggings. No knee length socks.
Shoes	
Plain black smart shoes. Shoes must be one colour only (black only).	No Trainers. No Plimsolls. No Boots. No Slippers. No Sliders (see guidance for further clarification)
Coats	
All coats need to be one single colour.	No denim jackets. No leather or suede jackets. No hoodies or sport jackets. No sweatshirts or jumpers. No camouflage. No multi coloured coats. No gilets
Jewellery and Make up	
Students can wear a watch (No Smart watches).	No rings, bracelets or necklaces. No piercings at all. No makeup. No nail varnish. No false, acrylic or gel nails No false lashes.
Appearance	
Unnatural hair colours are not allowed and no accessories or beads. Unconventional hair styles/haircuts are not allowed. No Bandanas, balaclavas, snoods or caps Hair bands need to be plain black or navy blue. Scarfs can be worn by female students for religious purposes (i.e. Hijab) but must be black or navy blue	

NO HATS OR HOODS TO BE WORN INSIDE THE BUILDING

SCHOOL JUMPERS DO NOT REPLACE THE SCHOOL BLAZER, BLAZERS TO BE ON AT ALL TIMES

Girls Skirts

The skirt needs to be touching the top of the knee. All skirts must be navy blue.

School Skirt



Perfect length



Too Short



Trousers

Boys: Plain black or charcoal grey trousers

Girls: Navy blue trousers bootleg or straight cut



Perfect shape



NO

Skinny trousers, jeans, denim or stretch fabric.



Tight & Socks

Girls need to wear plain Black tights with skirts. No socks are to be worn with skirts.



Boys should wear black socks with their uniform.

Blazers & Ties

Blazers and Ties must be worn at all times.



Please Note: All images are for illustration purposes only and all uniform must comply with information outlined.

Types of shoes that are allowed

Types of shoes that are not allowed

Sport Science Department PE Kit

The Sports Science Department maintain the academy's high standard of uniform at all times. Therefore students are required to bring the required kit to ALL of their Physical Education lessons even if excused.

Girls

Indoor Games Lessons

Bluecoat badged navy blue polo shirt
Navy PE skort, navy shorts or navy leggings
Two-tone blue socks
Sports trainers

Indoor Gym/Dance Lessons

Bluecoat badged navy blue polo shirt
Navy PE skort, navy shorts or navy leggings
Two-tone blue socks
Sports trainers

Outdoor

Bluecoat badged navy blue polo shirt
Navy school fleece (optional)
Navy PE skort, navy shorts or navy leggings
Two-tone blue socks
Football boots
Sports trainers
Shin pads
Navy tracksuit bottoms

Boys

Indoor Games Lessons

Bluecoat badged navy blue polo shirt
Navy blue PE shorts
Two-tone blue socks
Sports trainers

Indoor Gym/Dance Lesson

Bluecoat badged navy blue polo shirt
Navy blue PE shorts
Sports trainers

Outdoor

Navy tracksuit bottoms
Bluecoat badged navy blue polo shirt
Navy blue jersey
Navy blue PE shorts
Two-tone blue socks
Football boots
Sports trainers
Navy school fleece (optional)
Shin pads



Purchasing Uniform

BLUECOAT ASPLEY ACADEMY UNIFORM	Sizes	Price (£)
Bluecoat Aspley Academy Boys Blazer	(28"-36")	28.50
Bluecoat Aspley Academy Boys Blazer	(38"-50")	34.50
Bluecoat Aspley Academy Girls Blazer	(28"-36")	28.50
Bluecoat Aspley Academy Girls Blazer	(38"-50")	34.50
Bluecoat Aspley Academy Clip On Tie		6.95
Navy V-Neck Jumper	(28"-32")	16.95
Navy V-Neck Jumper	(32"-36")	16.95
Navy V-Neck Jumper	(38"-48")	19.95
Navy Stitch Down Pleated Skirt	(22"-26")	17.95
Navy Stitch Down Pleated Skirt	(28"-40")	20.95
Boys Grey Slim Leg Trousers	(24"-28")	17.95
Boys Grey Slim Leg Trousers	(30"-46")	20.95
Long Sleeve Boys Shirt (Twin Pack)	(13"-14")	14.95
Long Sleeve Boys Shirt (Twin Pack)	(14.5"-18.5")	16.95
Short Sleeve Girls Blouse (Twin Pack)	(28"-34")	14.95
Short Sleeve Girls Blouse (Twin Pack)	(36"-46")	16.95
BLUECOAT ASPLEY ACADEMY SPORTS UNIFORM	Sizes	Price (£)
Bluecoat Aspley Academy Unisex Embroidered PE Poloshirt	(30"-36")	14.50
Bluecoat Aspley Academy Unisex Embroidered PE Poloshirt	(38"-48")	16.95
Bluecoat Aspley Academy Panelled Shorts	(24"-30")	10.50
Bluecoat Aspley Academy Panelled Shorts	(32"-40")	12.50
Bluecoat Aspley Academy Girls Embroidered PE Poloshirt	(30"-36")	13.95
Bluecoat Aspley Academy Girls Embroidered PE Poloshirt	(38"-44")	16.50
Bluecoat Aspley Academy Girls Panelled Skort	(22"-28")	13.95
Bluecoat Aspley Academy Girls Panelled Skort	(30"-38")	15.95
Bluecoat Aspley Academy 1/4 Zip Sweater	(30"-36")	20.95
Bluecoat Aspley Academy 1/4 Zip Sweater	(38"-48")	25.00
Bluecoat Aspley Academy Falcon Training Pants	(22"-40")	20.95
Sport Socks	(1-5 & 6-11)	5.95

Uniform Supplier

Bluecoat Aspley Academy uniform is supplied by 'Just SchoolWear'. Currently all uniform items can only be purchased online through the Just SchoolWear website.

Delivery Options

When purchasing your items you will be given two delivery options to choose from:

Direct Home Delivery - £4.95 postage charge

Click & Collect – Free

Stores & Opening Times

Currently Just SchoolWear Stores in Aspley and Arnold are open for collections and returns only 10am-2pm every Saturday.

Shop Opening Hours

Shop	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Bluecoat Aspley	Closed	Closed	Closed	2pm - 6pm	Closed	10am - 4pm	Closed
Arnold	Closed	10am - 4:30pm	10am - 4:30pm	10am - 4:30pm	10am - 4:30pm	10am - 4:30pm	Closed
Long Eaton	Closed	Closed	10am - 4:30pm	Closed	10am - 4:30pm	10am - 4:30pm	Closed
West Bridgford	Closed	10am - 4:30pm	10am - 4:30pm	10am - 4:30pm	10am - 4:30pm	10am - 4:30pm	Closed

Just SchoolWear Store Locations



12 High Street, Arnold, Nottingham, NG5 7DZ



Bluecoat Academy, Aspley Lane, Nottingham, NG8 5GY



73 Derby Road, Long Eaton, Nottingham, NG10 1LU



11 Compton Acres Shopping Centre, West Bridgford, Nottingham, NG2 7RS

Food

Lunch

- This is a rotational menu. Alongside this there are jacket potatoes with beans and cheese and pasta with a chicken or tomato and basil sauce available daily. We also offer a choice of sandwiches. Students can only buy chips on a Friday.
- Students can get a hot meal from the Canteen or choose from a range of sandwiches.
- A main meal and a drink or a main meal and a pudding costs **£2.70** per day.

We are a cashless Academy, therefore students can either put money on their cards in the Academy using the top up machine or using ParentMail, adding money onto their account online.

Free Academy Meals

A Free Academy meal, provided to a young person is paid for by the Government. For a child to qualify for a Free Academy Meal, their parent/carers must be receiving particular qualifying benefits.

The qualifying benefits to receive free school meals are:

- Income-based Jobseeker's Allowance;
- Income-related Employment and Support Allowance;
- Support under Part IV of the Immigration and Asylum Act 1999;
- The Guarantee element of State Pension Credit;
- Child Tax Credit (provided you are not also entitled to Working Tax Credit, and your annual gross income does not exceed £16,190 as assessed by Her Majesty's Revenue and Customs);
- Working Tax Credit run-on (paid for 4 weeks after you stop qualifying for Working Tax Credit);
- Universal Credit (during the initial roll-out of this benefit).



Example Menus - lamb and chicken is Halal

Week One	Main Course	Vegetarian Course	Street Food Chef Specials	Sides	Dessert
Monday	Pork Sausages & Mash	Quorn Sausages & Mash	Chicken Wraps	Carrots, Sweetcorn & Gravy	Fresh Fruit, Yoghurts & Dessert of the Day
Tuesday	Chicken Fajitas	Veg Fajitas	Chicken Sub Roll	Salad & Coleslaw	
Wednesday	Roast Beef & Yorkshire Pudding Dinner	Roast Quorn Dinner	Chicken Sub Roll	Roast Potatoes, Sweetcorn, Peas & Gravy	
Thursday	Beef Lasagne	Veg Lasagne	Chicken Naan Bread	Salad & Coleslaw	
Friday	Battered Fish & Chips	Pizza & Chips	-	Beans & Mushy Peas	

Week Two	Main Course	Vegetarian Course	Street Food Chef Specials	Sides	Dessert
Monday	Beef Chilli & Rice With Nachos	Quorn Chilli & Rice With Nachos	Chicken Wraps	Carrots, Sweetcorn & Gravy	Fresh Fruit, Yoghurts & Dessert of the Day
Tuesday	Lamb Meatballs & Pasta	Veg Pasta Bake & Garlic Bread	Chicken Sub Roll	Salad & Coleslaw	
Wednesday	Roast Chicken & Yorkshire Pudding Dinner	Roast Quorn Dinner	Chicken Sub Roll	Roast Potatoes, Sweetcorn, Peas & Gravy	
Thursday	Jerk Chicken & Rice	Mac 'n' cheese With Garlic Bread	Chicken Naan Bread	Salad & Coleslaw	
Friday	Battered Fish & Chips	Pizza & Chips	-	Beans & Mushy Peas	

Week Three	Main Course	Vegetarian Course	Street Food Chef Specials	Sides	Dessert
Monday	Pasta Bolognaise or Tuna Pasta Bake With Garlic Bread	Tomato & Basil Pasta	Chicken Wrap	Carrots, Sweetcorn & Gravy	Fresh Fruit, Yoghurts & Dessert of the Day
Tuesday	Pie Of The Day & Mash	Veg Pie Of The Day & Mash	Chicken Sub Roll	Salad & Coleslaw	
Wednesday	Roast Pork & Stuffing Balls	Roast Quorn Dinner	Chicken Sub Roll	Roast Potatoes, Sweetcorn, Peas & Gravy	
Thursday	Stew & Dumplings	Veg Stew & Dumplings	Chicken Naan Bread	Salad & Coleslaw	
Friday	Battered Fish & Chips	Pizza & Chips	-	Beans & Mushy Peas	

Travel Arrangements

Many of our students travel to the Academy by bus. We are served by both Nottingham City and Nottinghamshire County Transport Services.

In order to help your child plan their journey from your home address to our Academy, the following link may be of use -

www.travelineeastmidlands.co.uk

Eligibility for Free School Transport

If your child(ren):

- already meets the eligibility criteria for free school meals or you receive the maximum level of Working Tax Credit;
- is attending one of the 3 nearest available secondary schools to your home address;
- lives more than 2 miles walking distance from their school or attends the nearest faith school which is over 2 miles walking distance from their home, then you are eligible and can make a claim for your child(ren).

How to apply for Free School Transport

For more detailed information and/or to request an application form, please contact the Transport Team by calling: 0115 876 5049 or emailing: transport.team@nottinghamcity.gov.uk



Bus Services for Bluecoat Aspley

Below is a list of the main bus routes available to students attending Bluecoat Aspley Academy. Alternatively, additional information can be found on the following link on Nottingham City Transport website - www.nctx.co.uk

53 – Arnold – Ring Road - QMC – Clifton (Grey Line)

The closest bus stop to Bluecoat Aspley Academy is on Western Boulevard (Ring Road) and is named “Bluecoat School” in both directions.

AM:

- Buses from Clifton arrive at Bluecoat Aspley Academy (Bluecoat School Stop) at 07:49 and 08:22.
- Buses from Arnold arrive at 07:49 and 08:09. (Two buses run for the 07:49 arrival to allow school children as well as QMC employees to travel. One of these buses begins on the ring road and not in Arnold).

PM:

- Buses to Clifton depart 15:02 and 15:32 (14:02 and 14:32 for Thursdays)
- Buses to Arnold depart 15:21 (we strongly urge Children to get this bus as it will be a double decker) and 15:29. (14:26 and 14:56 departure is the only option for Thursdays.)

77 – Strelley – Aspley Lane – Alferton Road – City (Turquoise Line)

The closest bus stops for this line are located on Aspley Lane and are very close to the school entrance. The stops are named “Bluecoat School” in both directions.

AM:

- Frequent arrivals (every 6/7 minutes) in both directions

PM:

- Frequent departures (every 7/8 minutes) in both directions

A1 – Basford Crossings – Bulwell – Sellers Wood – Cinderhill Island – Nuthall Road – Bluecoat (NCT School Service)

The closest bus stop for this line is located on Aspley Lane and is very close to the school entrance. The stop is called “Bluecoat School”.

AM:

- Departs Basford Crossing at 07:35 and arrives at Bluecoat at 08:23

PM:

- Departs Trinity School at 15:35 and arrives at Bluecoat 15:42

A2 – Rise Park – Edwards Lane – Ring Road – Bluecoat (NCT School Service)

AM:

Three buses

- Departs Rise Park bus terminus at 07:40 and arrives at Bluecoat at 08:13. (Best option for Bluecoat students).
- Departs Morrisons Bulwell at 07:44 and arrive at Bluecoat at 08:23
- Departs Elmbridge shops on Beckhampton road at 07:55 and arrives at Bluecoat at 08:23

PM:

Three buses.

- All depart Trinity school at 15:35 and arrives at Bluecoat 15:42. All terminate at Morrisons Bulwell.

Additional Information

- On Thursdays, Nottingham City Transport do not run any special services for the 2pm finish. The A1 and A2 still go past the school at 15:42 and there will not be an extra double decker 53 towards Arnold.
- The A2 in the morning for Bluecoat Aspley students should be catching the earliest of the three buses which arrives at 08:13. The other two arrive as the A1 does at 08:23 and run together. These are predominantly used by Trinity students.
- We would also urge any students catching the bus along the Ring Road/ Western Boulevard to catch the A2 rather than the 53s. The 53s are the only buses that serve Bluecoat Wollaton and can get very busy in the mornings with hospital workers as well.

THE ACADEMY PRAYER

Thank you God, for this day.

**Help us to believe in ourselves,
as you believe in us.**

**In all of the challenges that we face,
may we take our courage from you.**

**Let us show kindness to all people,
in our thoughts, words and actions.**

**May we continue to grow in faith,
dedicating our work to you today
and recognising you in all that we do.**

Amen



Bluecoat Aspley
believe in yourself, in others, in God

Christian Distinctiveness

AT THE HEART OF WHAT WE DO

All aspects of our work are informed by the values and practice of the Christian faith. The Christian dimension to the Academy is most obviously found in the following ways:



ACTS OF WORSHIP

Your child will attend two Acts of Worship per week as part of their tutor time routine. A range of topics are covered linked to books and verses in the bible.

COMMUNION SERVICES

We follow the church calendar for communion services and all students have the opportunity to join in the communion if they want to. There are three communion services celebrated the following; All Saints in November, the beginning of Lent in the Spring Term and Ascension in the Summer Term.

ACADEMY CHAPLAINCY AND YOUTH WORKERS

The Academy is fortunate to have the services of a Chaplaincy team who work closely with staff, students and parents/carers. They can do specific mentoring sessions on subjects such as bereavement or more general self-esteem sessions.

RELIGIOUS EDUCATION

The Academy attaches great importance to Religious Education. Students from Year 7–11 follow Religious Studies courses. We have Religious Studies GCE A Level and have thriving GCSE courses. All Year 9–11 students follow a full course GCSE that is accredited.

PARENT/CARERS' PRAYER GROUP

A group of parents/carers meet once a term in order to pray for the Academy and its role in Nottingham.

For more details please see the Academy website.

Rewards

At Bluecoat Aspley Academy we believe in celebrating the success of students by rewarding them. We do this in a number of ways:

- Postcards home;
- Top positive points celebrated in Acts of Worship;
- Positive phone call home;
- End of term treats (as shown on the example);
- Prizes for students with the highest positive points (These can range from iPads, Beats Headphones or Amazon Vouchers)
- End of year: The Jo Heffernan Summer Festival.

The ideas for the types of rewards we award have come from the students themselves.

We award positive points inside and outside of lessons for excellent work and progress.

Students are very competitive with each other. They like to ensure that at the end of each term they get as many treats as possible.

You as parents/carers can keep up to date with how many positive points your child has been awarded by using Go4Schools



Behaviour Expectations

Sanctions

We pride ourselves at Bluecoat Aspley Academy on high standards and expectations. We have clear expectations and sanctions will be applied should these not be followed.

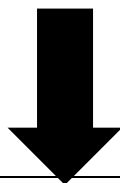
In Lessons:

1st warning issued and name put on the board.

Teacher reminds student of expectations and indicates what has been done to not meet these.

2nd warning issued with a negative point

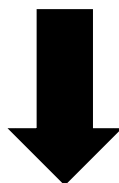
The teacher will indicate why the negative point has been given. The teacher may remove the student to another area of the Academy should their behaviour be too poor to remain in the lesson.



A negative Point = 1 hour after school detention on the same evening or the following day*
(*depending when issued)

Parents/carers will be notified of the detention by text. Information can be seen on Go4Schools

Students will be spoken to by the teacher and parents/carers will receive further notification from the teacher regarding the incident either by email, letter or a phone call.



Per Term

3 Negative Points = Letter home, communication with Year Leader

5 Negative Points = Green Target diary (2 weeks) + Saturday workshop

10 Negative Points = 1 Day in Isolation on the Aspley site + Saturday workshop

15 Negative Points = 3 Days in Isolation on another Academy site + Saturday workshop

20 Negative points = 2 day fixed period exclusion

Independent Learning Unit (ILU)

We also have an Independent Learning Unit. This sanction is used for a variety of reasons. Firstly, if a child does not attend an after school detention on purpose and without reason or negotiation with their Year Leader, they get placed in ILU for a day and complete the detention that evening.

We also use it for those students who persist in wearing incorrect uniform and are therefore defiant.

It can also be used as a pre-requisite to a formal fixed period exclusion for a high profile incident.

Saturday Support Sessions

We now run Saturday Workshop's fortnightly to support with our behaviour policy. Students may be required to attend a Saturday session for 2 hours if their behaviour doesn't meet our high expectations. This session will also be used to support those students to catch up with learning who may have missed time off school due to an unauthorised absence. Parents and carers will be given advance notice if their child is to attend a Saturday session.

Exclusions

We are proud at Bluecoat Aspley Academy to have not permanently excluded students in the last six years as we know what a detrimental effect this has on their life chances.

We do issue fixed period exclusions and these can range from 1 day upwards. All exclusion decisions are made by the Principal.

Should student behaviour warrant an exclusion over 5 days, we use Academies within our Multi Academy Trust to provide 6th day provision and your child would attend this provision until the end of the exclusion period.

Whenever a student is excluded, the Academy holds a reintegration meeting with yourselves as parents/carers prior to your child's return to lessons. Students are not allowed to attend Bluecoat Aspley Academy until this meeting has taken place.

Your child will receive work to complete whilst out on exclusion. They are expected to bring this with them to their reintegration meeting so that it can be given to staff.

Managed Move

In some extreme cases, students may be moved to another Academy within the Multi Academy Trust. There are a number of reasons for such a move and these are not always based on poor behaviour.

In some cases, this measure is used due to a change of circumstance or for safety reasons.

The process is not entered into lightly and is guided by Senior Leaders should it be necessary.

Mobile Phones & Electronic devices

- From the moment your child sets foot onto the Academy site, they are not allowed to have their mobile phone out. They must be switched off and put away in the zip pocket of their blazer or in their bag. This also includes any other type of electronic device and Headphones.
- While students can wear a standard watch, they are not allowed to wear any form of Smart watches.
- No phones should be out in lessons or around the corridors at any time of the Academy day.
- In PE, students should put their phones in the valuables box for safe keeping.
- At no time, should a student use their mobile phone to contact home. Students can go to their Year leader and permission will be granted to call home from a landline phone.

Bluecoat Aspley Academy accepts no financial responsibility if a student mobile phone is lost. If your child decides to bring their phone to the Academy, it is their responsibility to keep it safe.

What happens if a student fails to follow these simple rules?

- If a mobile phone is seen out being used or not, the member of staff will ask for the student to give it to them.
- The phone is then handed to the relevant Year Leader, who will pass to our admin staff for safe keeping.
- The phone will only be handed back to parents/carers the following day.
- A text will be sent to parent/carers to inform of the phone having been confiscated.
- These rules also apply to any other electronic devices and headphones.
- If students fail to follow to hand it their phone when asked, the Academy will follow the behaviour policy.

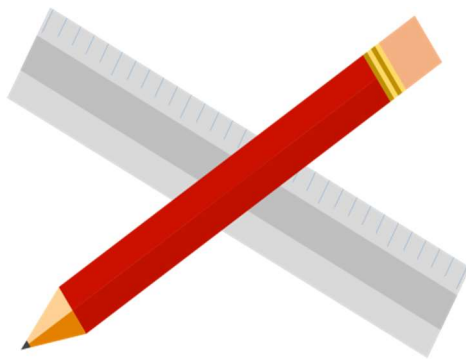


Presentation Policy

The presentation policy is used to ensure that all pupils take pride in their work and have high expectations of their work. The presentation policy is in every classroom and all pupils will have it in their books and folders. Students are expected to follow the presentation policy at all times. If pupils don't follow the policy then they will be given a presentation point. If they gain two points for not following the presentation policy then they will attend a presentation workshop where they will be expected to discuss their presentation skills with their Year Leader.

Take pride in your work

- Use black/blue pen to write (unless directed by your teacher).
- Title and date at the start of each lesson.
- Underline with a ruler or do not underline.
- Any mistakes crossed through with a straight line (one line through the mistake, no scribbling).
- Peer and self-assessment in the faculty colour.
- No graffiti or scribbling anywhere in books.
- Stick in sheets.
- Diagrams and tables drawn in pencil and with a ruler.
- Use both sides of the page.



Go4Schools Registration

What is Go4Schools?

Go4Schools is an online data system that gives parents/carers, students and staff access to;



- Attendance
- Behaviour
- Assessments
- Attitude to learning
- Homework

How do you get started?

In order to log onto Go4schools you need to visit www.go4schools.com and click on the 'Parents' icon in the top right hand side.

1. Enter your email address in the **First-time User?** section. This address must be the one we have on file for you. If it has changed or need to provide us with an email address please contact the Academy office.
2. Once you have received your password from Go4schools you can login.
3. You will then be asked to rest your password to a more memorable one.

What happens if you forget your password?

The Academy does not hold or set passwords for Go 4 Schools. To reset your password use the Forgotten your Password? Section. This will email the address registered a new password.

My Email is not recognised – why?

The email you use for Go4Schools must be the same as the one that the Academy holds for you. If the system is not recognising your email address please contact Academy office to update or check the email address we hold for you. I have forgotten my password – can you reset it?

Already an existing user what happens now?

Existing User - visit www.go4schools.com and click on the 'Parents' icon in the top right hand side. An illustration of the icon is shown on the previous page. Enter your email address and password into the first two boxes on the screen, then click log in. You should now have access to view all of the information held for your child as well as details of home learning tasks set. If you have more than one child at the school, you will be able to see each child's name and select the one you wish to view.

Finding out about your child's progress

The screenshot shows the GO 4 Parents and Guardians login page. At the top right is the 'GO' logo. Below it, the text 'GO 4 PARENTS AND GUARDIANS' is displayed, followed by 'Parent home' and 'Login' links. The main heading is 'Welcome'. Below this is a paragraph: 'Welcome to the GO 4 Schools login page for Parents and Guardians. If you have been provided with access by your child's school you can use GO 4 Schools to access their reports and to see their attainment, attendance and, for many schools, their behaviour records too.' Below this paragraph are two input fields: 'Email address:' and 'Password:'. There is a checkbox labeled 'Remember my email address' and a 'Log in' button. To the right of the login fields is a callout box titled 'Existing User' with the text: 'Enter your login details here to sign in after registering as a first-time user'. Below the login section is the 'First-time User?' section. It contains a paragraph: 'If you haven't logged on to GO 4 Parents and Guardians before, type your email address and click the "please send me a password" button. (Please note that you need to provide an email address that has been registered in GO by the school(s) that your child/children attend.)' Below this is an 'Email address:' input field and a 'Please send me a password' button. To the right of the first-time user section is another callout box titled 'First-time User' with the text: 'To sign up and log in, use this section. Enter your email address (please note this must be the email address that you have given the Academy at the start of the year. Please contact the office to supply an email address). A confirmation email with a password will be sent to your email to allow access.' Below the first-time user section is the 'Forgotten your Password?' section. It contains a paragraph: 'If you have forgotten your password, we can send a new one to your email address.' Below this is an input field for the email address. To the left of this section is a callout box titled 'Forgotten Password' with the text: 'If you have forgotten your password, enter your email address here and another password will be sent to your email address.'

Existing User
Enter your login details here to sign in after registering as a first-time user

First-time User
To sign up and log in, use this section. Enter your email address (please note this must be the email address that you have given the Academy at the start of the year. Please contact the office to supply an email address). A confirmation email with a password will be sent to your email to allow access.

Forgotten Password
If you have forgotten your password, enter your email address here and another password will be sent to your email address.

We expect all parents/carers to create an account in Go4Schools in order that you have access to the most up to date information regarding your child.

ParentMail Registration

Communicating with parents/carers is an important part of what we do at Bluecoat Aspley Academy, making sure you get the correct information about Academy news, activities and things that really matter.

To ensure this is all possible we use ParentMail, a service used by over 6,000 schools/Academies, nurseries and children's clubs to communicate to parents/carers. ParentMail will be beneficial to you because you can:

- Use a free mobile app on Android and iOS to pick up Academy messages instantly;
- Have an account simply for Academy messages (away from your busy email inbox!);
- Connect to other schools/Academies, nurseries or clubs that use ParentMail;
- Highlight important messages or archive old messages to make life easier; and
- Messages can be sent directly to mums, dads and carers.
- Pay for school meals, trips, events, etc

Registering with ParentMail is very easy! At the beginning of term you will be sent either an email and/or text message from ParentMail, when you receive this please follow the instructions in the message to register.

Please be assured that ParentMail is registered with the Information Commissioner and guarantees that all information you provide will be kept private and will not be passed on to any other organisation.

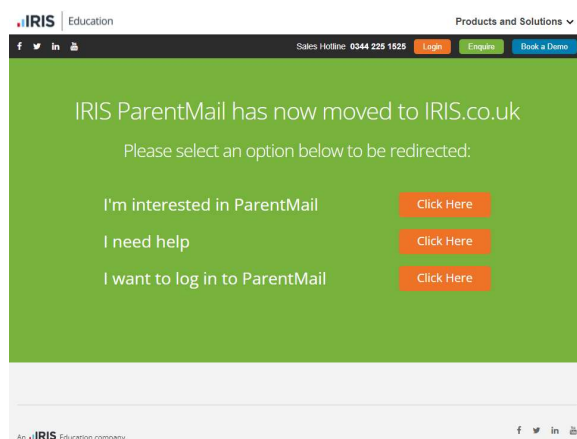
Once registered, if you have an Android or Apple smartphone, we would highly recommend you download the ParentMail App for the best user experience. To do this, simply search for "ParentMail" in your App store.

If you need any additional information or assistance, please visit the help site:

www.parentmail.co.uk/help/parenthelp/ or contact the Academy office on 0115 929 7445.

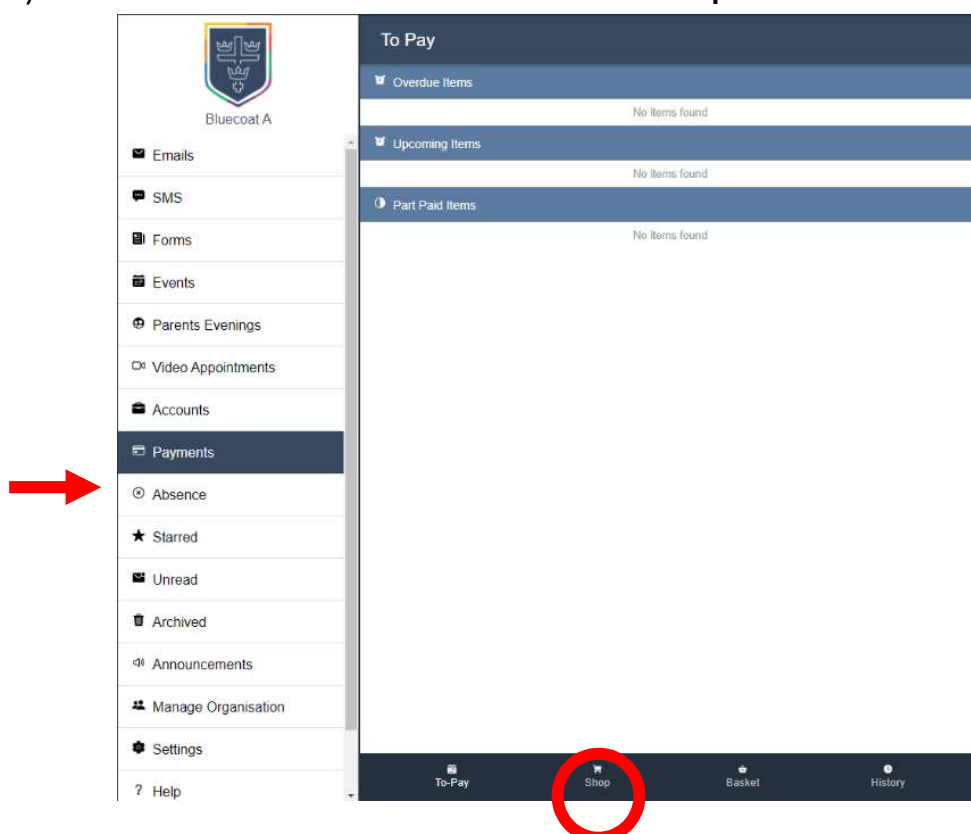
How to pay for items on ParentMail

Step 1: Download IRIS ParentMail App or go to www.parentmail.co.uk.



Step 2: Log In to the App or Online using your email address as the username. If you are unable to log-in, please select **"Forgotten Password"**. If you are still having issues, please contact the Academy Office to confirm you are using the correct email address.

Step 3: Once you are logged on to ParentMail, you should see a screen similar to the below. Go to the Payments section and at the bottom click on the **Shop** icon.



Step 4: Here you should see a number of items available for you to purchase via secure card payment. This includes; School Ties, Student Cards and Trips.

Step 5: If you have more than one child within the Trust and you are unable to identify which student you would like to purchase an individual item for, please contact the Academy Office who will be happy to assist.



PARENTS!

HELP SAVE US MONEY



Download the ParentMail App and we can
send messages to you instantly for FREE,
saving us hundreds of pounds each year!



Download the ^{FREE} ParentMail App
for the best parent experience

- ✓ Respond to school messages from your smartphone instantly
- ✓ Instant access - no need to login

Cashless Academy Meals System

What is a Cashless System?

At the heart of the cashless system there is a computer controlled by IMPACT Software. This allows the system to recognise each individual student, hold individual cash balances, record cash spent and cash received, record where money is spent and on what food, on any specific date and time of day.

How are students recognised by the system?

Each student will be issued with a personal card which is registered to their computer record.

How is this then used to obtain an Academy meal?

The student simply presents their card to a reader at the point of sale; a display will show the server the student's name, tutor and current cash balance held within the system. The selected food items will be entered into the system from an itemised keyboard while the amount spent and the new cash balance will show on the display.

Students can also use the vending machines in the Academy to obtain food which will help to keep the queues short.

How is money entered into the system?

- (a) Via the online payment system supported by ParentMail. This method of payment is the safest method and the Academy recommends that parents/carers use this system.
- (b) Any parents/carers not wishing to pay using the online system should request a PayPoint payment card. This will enable parents to pay for meals in any retail outlet or Post Office that displays the PayPoint sign.
- (c) Via Cash into an automatic cash revaluation terminal located in the Academy which is set to accept £20 - £10 - £5 notes, £2 - £1 - 50p - 20p - 10p coins (1p – 2p – 5p coins, cannot be used).

How will the student be able to check what the current cash balance is held in the system at any one time?

By using the revaluation station - students should scan their card on the reader to display the current cash balance. There is no need to deposit any money, just press the silver button to finish.

What if the student does not hold a sufficient cash balance one day to pay for an Academy dinner?

No student is refused an Academy dinner because they have not brought their dinner money to the Academy with them or their account is empty. We highly encourage parents to monitor their child's lunch account as we have a negative buffer for students to use to access dinner in case there has been an issue in topping up. We regularly check accounts and send correspondence out to parents where money is owed to top up.

What about students entitled to a 'Free Academy Meal'?

The system works exactly the same for all students whether they pay or have a free Academy meal. All students have their own account to use in exactly the same way. The amount allocated for the free Academy meal will be entered into the system by the software daily and will only be accessible at dinner break.

The system will then allow on a daily basis, the required cash amount for each individual student to be allotted to their current cash balance. However, any under spend or missed dinner will be identified by the system and will not be added to the next day's balance.

Additional amounts can be entered onto the system via ParentMail or PayPoint over and above the free Academy dinner allocation. The free Academy meal allowance can only be spent on an Academy meal at lunchtime but extra amounts added into the system can also be used for break time snacks. These extra amounts are carried over if unused.

What is meant by 'dietary control'?

Should the student have a specific food allergy, or be a diagnosed diabetic, this medical information can be coded into the system, preventing foods with allergy ingredients from being served to a particular student, by automatically locking out relevant buttons on the keyboard. Please inform the Academy should you require this for your child.

What if my child loses their card?

If your child happens to lose their card then they must go to Student Reception at break or lunch time to buy a replacement. A cost of £1 will be deducted from your child's account balance as we do not take cash.

Will we be able to have any information on how the system is being used?

Parents/carers can access information on meals at any time by using ParentMail, from here you can see the balance on your child's account and what they have purchased. In addition, reports can be obtained from the system giving comprehensive information on all aspects of use for each individual student as well as each day's service. These reports can be for a specific day or

between any dates you wish, they will be dated and timed to the minute, and can be obtained from the school office.

(a) To show every item of food served and the total cost of each serving;

(b) Individual payments made via ParentMail or PayPoint.

Data Handling

Certain data will be held on the system to enable accurate operation. This will include your child's name, tutor, photo, account balance and meal entitlement. This data will be handled under the guidelines of the data protection act and only used by parties directly involved with the implementation of the system. If you have any concerns please contact the Academy.

Main Benefits

- Convenient way of paying for Academy meals. No more looking for change every morning!
- Discourages the misuse of Academy dinner money through spending in shops outside of the Academy grounds;
- Alleviates many of the associated problems with the use of cash in the Academy i.e. loss, theft and bullying;
- Specific food allergy ingredients can be barred automatically;
- Healthy eating is encouraged;
- Queuing times are reduced through increased speed of service;
- Automatic free meal allocation with the student remaining anonymous;
- Detailed reports to analyse all aspects of the use of the system; and
- A more efficient delivery of service helps the caterer to provide wholesome, healthy and enjoyable Academy meals at a low cost.

Free Academy Meal Q&A

Am I eligible to claim Free Academy Meals (FAM) for my child?

Your child may be eligible to get free academy meals if you, the parent/carer are in receipt of any of the following:

- Income Support
- Income-based Jobseekers 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 4 weeks after you stop qualifying for Working Tax Credit
- Universal Credit - if you apply on or after 1 April 2018 your household income must be less than £7,400 a year (after tax and not including any benefits you get)

How Do I Apply for Free Academy Meals?

You can apply by completing an online application on www.cloudforedu.org.uk/ofsm/sims and entering your details – it's that easy! You will get an answer and reference number immediately.

I have applied online, now what?

When you apply you will get one of two responses;

1. 'Found and Eligible' – this means your child is eligible. The Academy will be sent conformation so that your child can start to receive free meals within three academy days.
2. 'Not Found' – this can mean one of two things (1) Your child/ren are not eligible (2) You may have entered details incorrectly, please double check. If you are certain you are eligible and the system says you are not please contact the Academy or bring evidence of your qualifying benefit to the Academy office whereby we can access you eligibility manually.

If you do not want your child to receive free meals please let us know, even if you do not want your child to receive Academy meals your eligibility will still release additional funding to support your child's education.

How does my child receive the allowance?

Our cashless system is discreet and the allowance will be automatically added to student accounts every day just before lunchtime. They pay for the meal with their student card in the same way every child does. If they do not use this entitlement, the money is then deducted off their account after lunch.

How much does my child get and what can they buy?

The allowance is £2.70 for every Academy day.

20p is available at break time and £2.50 is available for a main meal at lunchtime.

A main meal includes a two-course hot or cold meal and drink.

Can I put extra money on my child's account?

Yes. You can still add extra money to your child's account using ParentMail to enable them to buy extra at lunchtime or get themselves a break time snack/drink. If your child exceeds the allowance the parent will be responsible for the debt that is incurred.

When can I apply for Free Academy Meals?

You can apply at any time for Free Academy Meals, once you have applied initially the system will continue to check your eligibility throughout your child's time at the academy, so if you have a change in circumstances and become eligible at a later date you will not need to complete a new application.

Not answered your question?

Please contact the academy office by emailing freeacademymeals@bluecoat.uk.com

BAA Uniform Bundle (For New Students Only)

Bluecoat Aspley Academy may be able to partially help with the expenses towards our Academy Uniform if you are eligible for Free Academy Meals and your child is new to the academy. If you are eligible you will be entitled to a BAA Uniform Bundle. The bundle includes an Academy Blazer, Tie, PE Polo Shirt and Shorts.

How can I check if I'm eligible for a BAA uniform bundle?

You will need to complete an application for free academy meals, for information on how to do this please refer to the previous page 'Free Academy Meals Q & A'.

How do I claim my uniform bundle?

Once you have completed an online FAM application the academy will be informed of your eligibility status and will make contact with you in order to complete an order form which will be submitted to Just SchoolWear, in order to complete this form you will need to know the sizes required for your child.

Year 7 starting in Sept 2022 – To ensure you receive your uniform in time for the September start the academy will place all uniform bundle orders at the end of July 2022.

Where can I purchase uniform?

Bluecoat Aspley Academy uniform can be purchased from Just SchoolWear. The stores are currently only open for Click & Collect when uniform is ordered online, there is also the option to have uniform delivered to an address of your choice. For specific store locations and opening times please check there website www.just-schoolwear.co.uk.

Year 7 starting in Sept 2022 – All orders must be placed before 5th August 2022 to guarantee delivery before the academy year.

BAA Nearly New Uniform

We currently hold a small stock of nearly new uniform, if you would like to know what we currently have in stock please contact us at the academy on 0115 929 7445.

BAA UNIFORM AND SUPPORT WITH EXPENSES

Bluecoat Aspley Academy uniform is supplied by 'Just SchoolWear' and can be purchased directly from their website www.just-schoolwear.co.uk. Bluecoat Aspley Academy may be able to partially help with the expenses towards our Academy uniform if you are eligible for Free Academy Meals. To check your eligibility you will need to complete the online application form available on www.cloudforedu.org.uk/ofsm/sims/. If you are eligible for Free Academy Meals, you will be entitled to a Uniform Bundle. The uniform bundle includes an Academy Blazer, Tie, PE Polo Shirt and Shorts.

How can I check if I'm eligible for a BAA uniform bundle?

Once you have completed an application for Free Academy Meals on the online system the Academy will be informed of your eligibility status and we will make contact with you, in order to complete an order form which is submitted to Just SchoolWear, in order to complete this form you will need to know the sizes required for your child. To ensure you receive your uniform in time for the September start the academy will place all uniform bundle orders at the end of July 2022.

Where can I purchase the uniform?

Bluecoat Aspley Academy uniform can be purchased from Just SchoolWear stores are currently only open for Click & Collect when uniform is ordered online, there is also the option to have uniform delivered to an address of your choice. For specific store locations and opening time please check there website www.just-schoolwear.co.uk. All orders must be placed before 6th August 2022 to guarantee delivery before the academy year. When ordering you will need to know your child's sizes, to support with this Just SchoolWear have a 'Size Guides' section on their website with easy to use measuring guides, alternatively you maybe interested in the sizing event they will be holding at the academy details below.

BAA New Starter Uniform Sizing Event

Just SchoolWear are offering a free professional 'Sizing Event' to all of our new starters. This event will be taking place at the Academy for the September 2021 intake on Friday 9th July 2021 3pm-6pm, attendance at this event is by appointment only. More information will be sent to you shortly on how to book an appointment at this event.

BAA Nearly New Uniform Shop

We currently hold a small stock of nearly new uniform, if you would like to know what we currently have in stock please contact us at the Academy on 0115 929 7445.

Follow us on social media

@BluecoatAspley

Homework

Homework is important to support in class learning, there are five categories of homework as seen below. The title of the homework will be written into the homework title in Go4schools.

- **Flipped learning:** This allows pupils to come to lesson knowing something they have not learnt yet. Pupils will then build on this learning.
- **Retrieval:** This homework allows pupils to retrieve learning from previous weeks, months or years. All pupils will receive online quizzes that allow retrieval and may get retrieval in other forms, such as exam questions.
- **Consolidation:** Pupils will be given something from the lesson they have just done to consolidate the learning.
- **Revision:** Pupils will be told that they have an assessment and will be able to use revision techniques from our clock and will know what content to cover during revision.
- **Coursework:** As pupils move into Year 9 onwards, they could be set coursework as homework.

Year 7 and 8

All subject areas will set homework on a flexible basis in line with the needs of the curriculum. Homework will not necessarily be set every week and will be up to a maximum of 30 minutes in any given week.

Year 9, 10 and 11

Subject areas will set homework appropriate to the learning needs of the students in their class. This will be up to a maximum of 45-60 minutes per week. During the three-year programme, the homework will vary depending upon the structure of the course and coursework deadlines.

Year 12 and 13

Each subject will set up to five hours per subject per week. This will be completed at home and in study periods.

All homework is put on Go4Schools by teachers so that students and parents/carers can see what is expected at any given time.

If students fail to bring their homework in on time they will be expected to stay for a 60 minute homework club to support them. You will be informed via text should your child need to stop for the homework club.

Student Leadership

Here at Bluecoat Aspley Academy we believe student leadership is one of the central strands of student achievement. Learning is not something that is done to us, it is a collaborative process with adults and students working in partnership. We believe students should be given the opportunity to experience the responsibilities and needs of life beyond the realms of home and classroom. In order to achieve this, we have created a Student Leadership structure which enables our students to get involved in all different aspects of the Academy.

Our Student Leadership model focuses on our Academy values and our model has 2 central tiers:

1. The leadership from our **Head Students** and their respective Deputies.
2. The **Student Leadership Committee** – Each year group has their own committee made up of 7 different roles that are based on our Academy Values.

Each of the 7 roles has their own targets and objectives and every other week the students come together to discuss and plan events, activities and opportunities for their year group. For example, charity events, sports events, activities to align with national events such as Mental health week, anti-bullying week or Black History month, Faith events like Lent and Christmas etc. This new structure enables the students involved to champion different key aspects of Academy life.

The roles are:

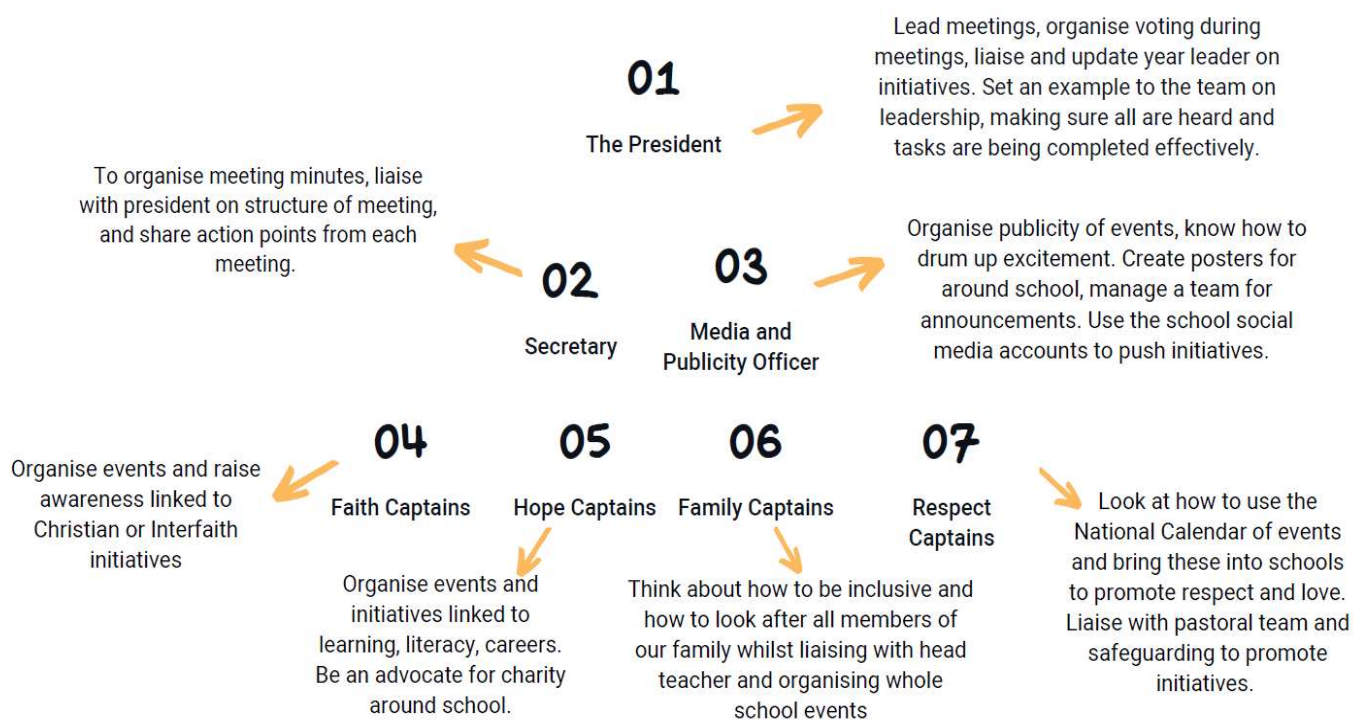
- President
- Secretary
- Media and Publicity Officer
- Faith Captain
- Hope Captain
- Respect Captain
- Family Captain



Aims of Student Leadership at Bluecoat Aspley Academy:

- To empower students to work in partnership with staff and peers towards shared goals;
- To enable creativity to flourish as the Academy community benefits from the wealth of experiences, ideas, skills and sense of fun that students bring;
- To provide opportunities for students to develop leadership skills through a variety of inspiring, challenging and valued projects which impact positively on learning, teaching and well-being for both students and staff; and
- To prepare students for Higher Education and for achieving personal and professional excellence in life after formal education.

THE ROLES



Internet Safety

The internet and social media sites are such an integral part of children's lives these days. It opens up so many educational and social opportunities, giving access to, quite literally, a world of information and experiences.

Many more of our incidents around friendship breakdowns occur in an evening at home on sites such as Snapchat and Instagram.

We were very pleased in our recent Ofsted inspection that it was recognised how much work we do around the safety of our young people, especially internet safety. However it takes partnership with you as parents/carers to achieve this.

It is therefore important that you know what your child is doing online:

1. Ensure they have their settings set correctly so that only friends and family can view;
2. Help your child(ren) to understand that they should never give out their personal details to online friends they do not know offline; and
3. Explain to your child(ren) what information about them is personal; i.e, email address, mobile number, Academy name, sports clubs or other enrichment clubs they might attend and arrangements for meeting up with friends. Remind them not to share any pictures or videos of themselves, family or friends. Small pieces of information can easily be pieced together to form a comprehensive insight in to their lives and daily activities.

www.thinkyouknow.co.uk



www.childnet-int.org



www.itgetsbetter.org



www.ceop.police.uk/report-abuse



Safeguarding Young People

At Bluecoat Aspley Academy we are fully committed to safeguarding all our students.

All our staff have appropriate safeguarding training so that they understand their roles and responsibilities. At times, parents/carers may need advice and support and you may find the following contacts useful;

NSPCC helpline (for parents and young people) - 0800 800 5000

Nottingham Family Support Strategy - 0800 458 4114

Nottingham City Social Care - 0115 915 5500

Our Stay Safe Staff members are:



Mrs Watson
Regional Safeguarding
Lead



Mr Khan
Safeguarding Lead



Mrs McNally
Targeted support Lead
Deputy DSL



Mrs Thomas
Transition DSL



Miss Kelvey
Year Leader DSL



Miss Keeble
Year Leader DSL



Mr Amin
Year Leader DSL



Miss Bacon
Year Leader DSL



Mrs Gordon
Year Leader DSL

Enrichment

Our Enrichment programme can be divided in 4 main areas

1. LUNCHTIME CLUBS

We have a programme of lunchtime clubs throughout the year. These are suited to different tastes and interests. The clubs allow students to explore new interests and meet new friends. Although we only have a 30 minutes lunch break students can get a pass to get lunch and take it with them to the club.

2. AFTER SCHOOL CLUBS

There are clubs run after school both in sports activities, these include most sports such as football, table tennis and badminton. Other clubs including Music, Drama, Science and Duke of Edinburgh are also run free of charge.

3. ENRICHMENT OPPORTUNITIES

Every Thursday afternoon, the normal timetable is suspended and all Year 7 students take part in enrichment activities. At the beginning of the year students will sign up for activities from a long list of enrichment courses that will include sports, arts and charity work. There are also some great outside providers used including Nottingham Forest Football Club and Nottinghamshire County Cricket Club. Most activities are free of charge.

4. STUDY CLUBS

All faculties run study clubs to enhance and support the curriculum. These clubs run at lunchtime and after the end of the day. They operate on a drop in basis. The study clubs are there to help with homework and coursework as well as to help students who lack confidence in certain areas.



Opportunities for Parental Involvement

Research has shown that parental engagement in student's Academy life alongside Academy staff has a significantly positive effect on achievements. Bluecoat Aspley Academy recognises this benefit and strongly believes that together in partnership with parents/carers we can help our students achieve both academically and personally.

To ensure that our parents/carers are an active part of Academy life we have set up the Parent Council. We meet each term to discuss any items raised by staff and/or parents/carers. We welcome any agenda items and will encourage parents/carers to raise these in the period leading up to a meeting.

The Parent Council is led by Mr Mohsin Khan- Assistant Principal.

Want to get involved?

If you would like to be involved and come along please email the academy office office@bluecoataspley.co.uk with your child's full name and date of birth along with your full name and contact details. You will be sent emails asking if you have any items for up and coming meetings along with relevant updates.

Provisional dates for Academic Year 2022-2023 are as follows:

Tuesday 8th November 2022 – 4:30pm

Tuesday 7th March 2023 – 4:30pm

Tuesday 13th June 2022 – 4:30pm

These dates will be confirmed on the academy website www.bluecoataspley.co.uk





Bluecoat Aspley
believe in yourself, in others, in God

Academy Term Dates 2022/23

August 2022

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

September 2022

	5	12	19	26	
	6	13	20	27	
	7	14	21	28	
1	8	15	22	29	
2	9	16	23	30	
3	10	17	24		
4	11	18	25		

October 2022

	3	10	17	24	31
	4	11	18	25	
	5	12	19	26	
	6	13	20	27	
	7	14	21	28	
1	8	15	22	29	
2	9	16	23	30	

November 2022

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

December 2022

	5	12	19	26	
	6	13	20	27	
	7	14	21	28	
1	8	15	22	29	
2	9	16	23	30	
3	10	17	24	31	
4	11	18	25		

January 2023

	2	9	16	23	30
	3	10	17	24	31
	4	11	18	25	
	5	12	19	26	
	6	13	20	27	
	7	14	21	28	
1	8	15	22	29	

February 2023

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

March 2023

	6	13	20	27	
	7	14	21	28	
1	8	15	22	29	
2	9	16	23	30	
3	10	17	24	31	
4	11	18	25		
5	12	19	26		

April 2023

	3	10	17	24	
	4	11	18	25	
	5	12	19	26	
	6	13	20	27	
	7	14	21	28	
1	8	15	22	29	
2	9	16	23	30	

May 2023

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

June 2023

	5	12	19	26	
	6	13	20	27	
	7	14	21	28	
1	8	15	22	29	
2	9	16	23	30	
3	10	17	24		
4	11	18	25		

July 2023

	3	10	17	24	31
	4	11	18	25	
	5	12	19	26	
	6	13	20	27	
	7	14	21	28	
1	8	15	22	29	
2	9	16	23	30	

Academy Holidays

Public Holidays

INSET Day