



# A Parents' Guide

## To Noel-Baker Academy



Noel-Baker Academy  
A L.E.A.D. Academy

LEADING STUDENTS  
TO A BRIGHT FUTURE



SCIENTIA POTENTIA EST

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# Invictus

By William Ernest Henley

Out of the night that covers me,  
Black as the pit from pole to pole,  
I thank whatever gods may be  
For my unconquerable soul.

In the fell clutch of circumstance  
I have not winced nor cried aloud.  
Under the bludgeonings of chance  
My head is bloody, but unbowed.

Beyond this place of wrath and tears  
Looms but the Horror of the shade,  
And yet the menace of the years  
Finds and shall find me unafraid.

It matters not how strait the gate,  
How charged with punishments the scroll,  
I am the master of my fate,  
I am the captain of my soul.



# About us

At Noel-Baker Academy, we believe passionately that our students are entitled to the same breadth and depth of provision as any student attending any of the best schools in the country. This is a vision shared with the L.E.A.D. Academy Trust, of which we are a part. We know that we are on a journey towards excellence and that with persistent effort, hard work and patience, amazing things can and will be achieved for and by our young people.

We are proud of our traditional and no-nonsense approach to uniform teaching and behaviour. We expect our parents and our community to support us in our work and on our journey toward making Noel-Baker the best Academy it can be. As such, we demand respect from our students for their teachers, peers, and community, and in return, we respect, encourage, nurture, and push them to be the best they can be.

We value the support and contribution made by parents, governors and the community.

We know that parents and carers are vitally important to our students' success, and we expect our parents to stay in contact and involved with the Academy. This guide has been produced to provide all essential information for your convenience.





# Vision and Values

At Noel-Baker Academy, everything we do is underpinned by our belief that our students are entitled to the very best breadth and depth of provision. We are proud of our students and our community and are determined that the Noel-Baker Academy will enable its students to be the very best that they can be.

***“I am the master of my fate, I am the captain of my soul.”***

William Ernest Henley (1849-1902)

## Core Principles

**Lead**

To show the way; to be first or foremost

**Empower**

To give power to; to enable

**Achieve**

To accomplish; to get or attain by effort

**Drive**

To cause and guide progress; to impel forward



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## Leadership

- We are compassionate, considerate and kind. We look out for each other and look after those who need our support.
- We welcome and value all members of our community - students, parents and staff. We expect all members of our community to work with us to play an active part in our children's education, to support each other to ensure that the highest standards of academic achievement, effort and conduct are met.
- We encourage each other, and we celebrate our successes.

## Empowerment

- We teach our students to take responsibility for themselves, their actions and decisions; by insisting on excellent behaviour and learning habits that will set them up for life and enable them to fulfil their potential and aspirations.
- We prepare our students for life beyond school by providing clear boundaries, routines and structures.
- We know that factual knowledge is a prerequisite for deep understanding: the more you know, the more you can learn and understand.
- We empower our students to achieve through our unrelenting focus on hard work, commitment and perseverance.

## Achievement

- We believe that all children are entitled to learn "the best that has been thought and said." Our students are the inheritors of the greatest ideas, written texts and discoveries of the past.
- Our purpose is to provide a rich education that will allow them to achieve excellent qualifications and become thoughtful, educated and well-rounded young adults.

## Drive

- We recognise that success takes hard work, commitment and perseverance. We know that amazing things can be achieved with persistent effort and patience.
- We know that students who put in more effort, practice, revise, and learn more ideas can develop greater expertise and become more intelligent.

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# Teaching and Learning

At Noel-Baker Academy, we take a traditional, no-nonsense approach to delivering our curriculum. We believe that students are entitled to learn 'the best which has been thought and said' in each subject area and that this knowledge should be learned for life, not merely encountered for the duration of a lesson. We know that learning happens when there has been a change in long-term memory.

For this reason, Noel-Baker teachers employ classroom strategies derived from the findings of research in cognitive science, specifically designed to promote the best 'learning'. Every lesson across the Academy begins, for example, with a 'Do Now' activity. This encourages active, purposeful recall of knowledge, which helps to ensure that it remains embedded in the long-term memory.

Choosing for your child to be educated at Noel-Baker Academy is a choice that promises a high-calibre, highly-academic, knowledge-rich curriculum delivered by expert educators who are committed to the very best outcomes for every child.



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# At Noel-Baker We PRESENT Our Work

P

We **PRESENT** our books with **PRIDE**, beginning with the front cover.

- On the front of our books, we write
- Our name
  - The subject
  - The class code
  - The name of our teacher
- 

R

We **RULE** a neat line under the date and the title.

Inside our books, each new piece of work begins with a date, which we underline. We then miss a line and write the title, which we also underline. We then miss a line before beginning to write.

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E

We **EDIT** our work and develop.

We know that errors are a part of the learning process, and we rule these through with a single line. All improvements and developments are completed in green pen.

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S

We write in **SENTENCES**.

We write, whenever instructed to by our teachers, in full sentences. If full sentences are not appropriate to the task, our teacher will inform us of this and model the appropriate format for our writing.

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E

We use the right **EQUIPMENT** for the task.

We write in black ink, and draw using pencil. All improvements and developments are completed in green pen.

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N

We **NEVER** deface our books.

We write in black ink, and draw using pencil. All improvements and developments are completed in green pen.

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T

We **TRY** our best in all of the work that we complete.

We always give 100% to our work, knowing that with persistent effort and patience, amazing things can be achieved.

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# Our high standards and expectations

Noel-Baker Academy operates a culture built upon mutual respect. Everything we do links directly to our core principles of Leadership, Empowerment, Achievement and Drive. At Noel-Baker we are always polite and courteous. We say 'Sir' and 'Miss' to all staff. We say 'please' and 'thank you' and 'excuse me'. We smile when we greet people and we say 'good morning' or 'good afternoon'.

At the start of all our lessons we say 'Good morning Year 7' and our students respond with 'Good morning Mr Taylor' addressing the staff member themselves.

Our lessons end with 'Good morning and thank you Year 7. I look forward to seeing you next lesson' and our students respond by saying 'Good morning and thank you'

At Noel-Baker Academy teachers and students work collectively together to ensure the very best. All students know what they must do and that our expectations are of the highest standard. We celebrate success for students making the right behaviour choices and we take action to remind students of the consequences of the wrong choices. We are consistent in the way that we tackle instances where students have made the wrong choices, this is because we want our students to be the very best they can be.

We teach students our daily routines through deliberate practice so that all students know what we expect to allow these routines to become a habit.

Noel-Baker Academy teachers care and want the very best for each and every student who attends the Academy. At Noel-Baker we work hard, try our very best and are kind to one another. We have a 'You Matter, We Care' approach.

## REWARDS

We believe in:

- Providing a positive and rewarding culture, permeating all aspects of school life, enabling all students to achieve their potential
- Ensuring that all students can achieve recognition of their successes and efforts
- Increasing students' self-esteem through consistent, meaningful and positive rewards
- The Academy uses a rewards system to reward and recognise student's achievements. Further information linked to the above can be found in the behaviour policy.



At Noel-Baker we expect everyone  
to do the following at all times:

Remember  
it's our right to  
**teach**  
so that you can  
**learn**

Thats the NBA way!

LEADING students  
**SCIENTIA  
POTENTIA  
EST**  
to a bright future.

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At Noel-Baker we...

S

Sit up straight

L

Listen carefully

A

Ask and answer questions

N

Never interrupt

T

Track the teacher

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## At Noel-Baker we...

**S**

Speak politely and in full **SENTENCES**.

**H**

Keep our **HANDS** away from our faces as we speak.

**A**

**ARTICULATE**, we never mumble.

**P**

**PROJECT** (speaking clearly and loudly for the whole class to hear).

**E**

Maintain confident **EYE** contact with the person we are addressing.

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At Noel-Baker we...

S

Say Sir or Miss - *every time*

T

Say Thank you - *every time*

E

Say Excuse me - *every time*

P

Say Please - *every time*

S

Smile - *every time*

**#Respect**



A consequence will be given for any behaviour that:

- Disrupts your learning
- Disrupts the learning of others
- Prevents your teacher from teaching

## C1

If you disrupt learning you will be issued a C1

## C2

If you disrupt learning AGAIN you will receive a C2 and be removed to allow learning to continue

LEADING students  
SCIENTIA  
POTENTIA  
EST  
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# Uniform

## Compulsory Academy Uniform, which comprises:

- ✓ Academy pass and lanyard (provided by the Academy) to be worn at all times.
- ✓ Grey school blazer with school badge.
- ✓ Plain white shirt with a collar.
- ✓ Plain black tailored trousers or NBA school skirt.
- ✓ Kameez – Plain black knee-length dress. Must be worn with school blazer. Navy v-neck jumper can be worn as an addition, as described above.
- ✓ Shalwar – Plain black narrow tapered trousers or school trousers, as described above.
- ✓ Abaya/Jilbab – Plain 'A line' or straight design in black with no embellishments. Must be worn with school blazer. Navy v-neck jumper can be worn as an addition, as described above.
- ✓ Clip-on school tie – all students unless wearing Kameez / Abaya /Jilbab.
- ✓ Tights or socks in black, white, blue or grey.
- ✓ Sensible leather-look shoes - black only. NO LOGOS. No boots or trainers of any description.
- ✓ One pair of stud earrings in the lobe.
- ✓ Head scarfs/turbans can be worn for students of religious cultures - black, white, burgundy, navy blue or brown can be worn. Bright colours are not acceptable other than time linked to religious festivals.

At Noel-Baker Academy, we have high expectations of our students' uniform and presentation.

At Noel-Baker Academy, we pride ourselves on high standards and expectations and believe it is essential that this is reflected in our appearance as we go about our studies.

Our school community is diverse, and time has been taken to ensure we are fully inclusive and we embrace all cultures.

We expect students to wear our uniform with a sense of pride and purpose. This will reduce bullying and stereotyping by removing expensive branded items and demonstrates an ethos signifying a community and belonging.

Noel-Baker students wear their uniform with pride and know that they represent the Academy both in and outside of the Academy.

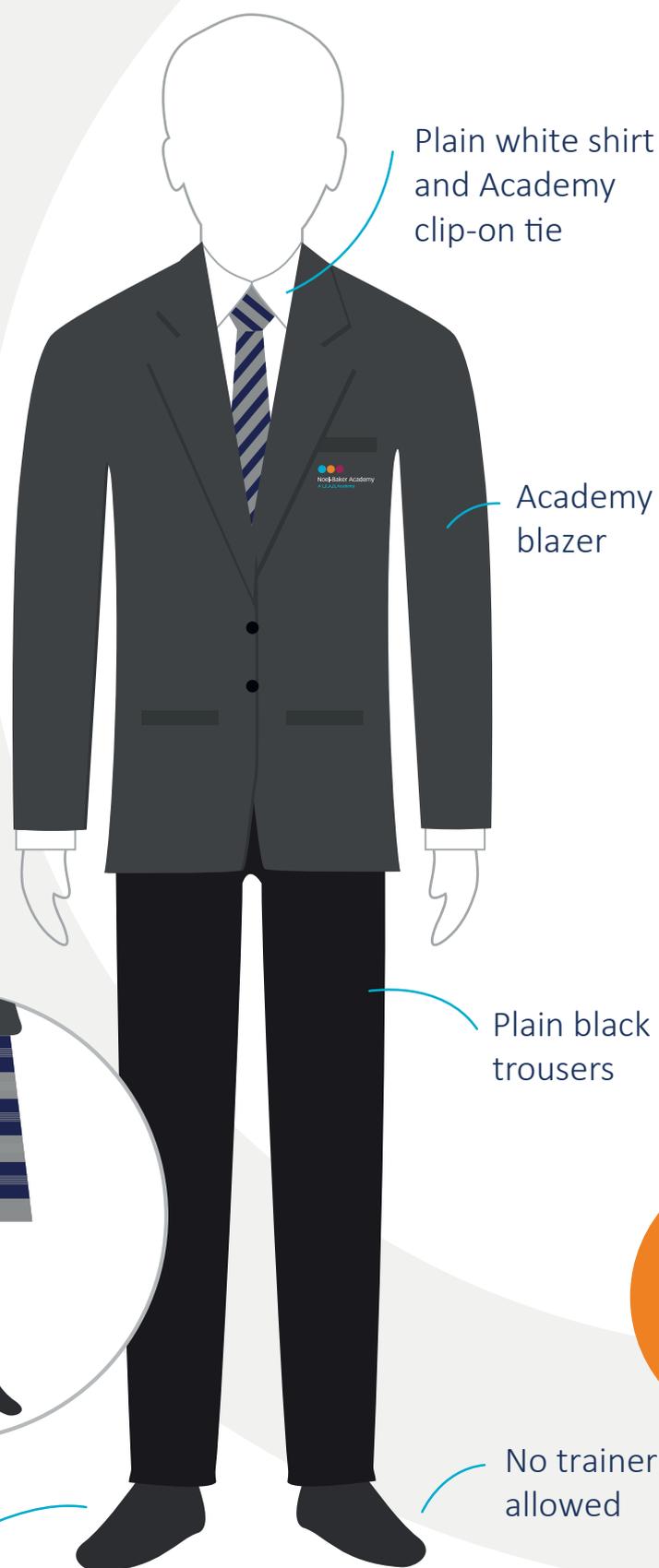
NB - Any students not wearing the correct uniform, for example, footwear, will be expected to borrow a pair of shoes from the Academy - the shoes will be treated with a hygienic spray after each use.

Failure to wear the shoes provided will result in an internal exclusion (refusing a reasonable request).



## Optional Academy uniform:

- Navy blue V neck jumper – sleeves need to be at full length.
- Outdoor coats are allowed on in the academy building, but must be removed in the lessons. Hooded tops (unless the NBA hooded top) or denim jackets are not appropriate and will be confiscated if seen.



# Uniform

## Students are **NOT** allowed to wear:

- Hooded tops of the type often referred to as 'hoodies,' unless NBA hooded top.
- Trousers with very tight-fitting legs, jeans, leggings, jeggings, jogging bottoms, tracksuits, pinstripe or cords.
- Skirts that are not the NBA school skirt.
- Any facial piercings (nose studs, tongue-bars, or piercings in any other part of the ear than the lobe). Exceptions will be made for religious/cultural purposes. This will be agreed with the Academy. For example, in Physical Education, these will be removed during practical situations.
- Hair colour that is not natural.
- Their Noel-Baker hooded top on non-PE days, unless instructed by SLT during winter months.

## Compulsory PE Uniform

All students are expected to arrive in their PE kit on days when they have PE. This is still true even if they are not physically able to do PE that day. All kit must be marked with the student's name and tutor group. Jewellery must not be worn during PE lessons as it poses a health and safety risk and can be lost or damaged.

- ✓ Academy polo top or plain navy round neck t-shirt.
- ✓ Plain navy-blue shorts.
- ✓ Plain navy-blue knee-length games socks. For use when shin-pads are being worn.
- ✓ Indoor trainers - Non-marking sole with laces, providing support to ankle & foot.
- ✓ Outdoor trainers - Good grip with laces supporting the ankle & foot.  
NB - Pumps do not provide adequate support for the foot or ankle.
- ✓ Gum shield - for rugby/hockey.
- ✓ Shin pads - for football/hockey.
- ✓ Base layers/skins are allowed for religious/cultural reasons that require students to cover up.

## Optional PE Uniform

- ✓ Academy reversible games top.
- ✓ Base layers/skins are optional for all students in cold weather.
- ✓ NBA hooded top.
- ✓ Navy NBA waterproof PE jacket or non-branded navy alternative.



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Academy shorts

Academy polo top

Plain navy-blue knee-length games socks

Outdoor trainers



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# Jewellery, make-up and hair styles:

Students may wear a watch, one ring and up to one pair of small ear studs (one stud by ear lobe).

No other jewellery is permitted; if students have any other visible piercings or retainers, these must be removed during the school day. Failure to do so will result in the Academy contacting the parents/carers to resolve the issue. We may also send students home to change to rectify any problems or isolate students if their uniform is not appropriate or does not adhere to our uniform policy. Jewellery over-and-above this (e.g. necklaces and bracelets) will be confiscated.

Students may wear a small amount of discreet make-up in natural colours, but the Academy may ask students to remove any make-up staff consider inappropriate.

False nails are allowed within the Academy, but they must be less than 5mm over the nail to be an appropriate length due to health and safety reasons.

Any hair accessories should be small and plain coloured only. Shaved emblems or lines, unnatural colour dyes are not allowed. Hair-extensions/braids of natural colour are deemed acceptable.

**If you are unsure whether a hairstyle or piercing meets our uniform guide, please contact Mrs Chrissie Sargent, Assistant Headteacher, for guidance before any treatment.**

**NB. The Head teacher's decision is final and binding.**

## House lanyards:

House lanyards are to be worn by all students around the academy. The lanyards represent the house colours as shown and are provided by the Academy.



# Equipment

In addition to the Academy uniform, PE kit and appropriate school bag (large enough to fit A4 books and all equipment for the day, including PE kit when required), pupils will require the following equipment to support their studies. Equipment will be checked every morning by the form tutor, and failure to bring equipment to school will result in a sanction being issued.

We believe that it is essential that students at Noel-Baker Academy learn to be responsible and organised to prepare them for life beyond school.

## Your child will need to bring to the Academy:

- ✓ At least two pens (blue or black)
- ✓ A green pen (used for development and improvement work)
- ✓ At least two pencils
- ✓ Highlighter
- ✓ A maths set
- ✓ A 30cm ruler
- ✓ A rubber
- ✓ A pencil case
- ✓ A scientific calculator
- ✓ Any exercise books/homework needed for the lesson



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# Mobile Phones and other portable devices

Students' mobile phones are NOT allowed in the Academy Building. Should these be seen by a member of staff, they will be kept in the Academy safe until the end of the day, and parents are required to collect them.

Students are encouraged NOT to bring pagers, iPods, iPads or other MP3/4 players or equivalent devices to the Academy. The Academy will not accept any responsibility for such items if brought to the Academy regarding loss, theft or damage. They will NOT be 'looked after' by staff under any circumstances, including PE. If these items are brought to the Academy, they will be entirely and totally at the pupil's own risk, and they must be kept in coats and bags.

If brought to the Academy, they must NOT be switched on in lessons.

Students who abuse this policy and use their device in lessons will have it confiscated. It will be returned to students on the 'first offence', but repeated instances will require parents to collect the item from the Academy.

Students taking public examinations (actual or mock) must not take any communication device into the examination room under any circumstances.

## Items students must NOT bring to the Academy.

Your child MUST NOT bring dangerous items to the Academy for health and safety reasons, including matches, lighters, cigarettes, penknives, and vapes. Any such items will be confiscated.

## Lost Property

Anything found should always be handed into Reception. If your child loses something, they will be encouraged to try to remember where they last had the item and check at the place where they were last. If they still cannot find the item, they will be taken to reception and asked if it has been handed in.

Ensure that all belongings have your child's name in them. If they lose an Academy book, they will be expected to pay for a new one.

**Any student who fails to comply with this policy will be operating against the Academy's code of conduct and will be sanctioned accordingly.**

a diverse and inclusive learning  
ulum that reflects and celebrates  
o make you feel safe. In entering

# RECEPTION



**PARENTS/CARERS VISITORS**  
Please use other window

**Quote of the Week**

"Life is not easy for any of us. But what of that? We must have perseverance and above all confidence in ourselves. We must believe that we are gifted for something and that this thing must be attained."

**Noel-Baker Academy**  
AQA & BTEC  
If you are worried about a situation and feel you are at risk of harm, you need to speak to:  
Mrs. [Name] Mrs. [Name] Mrs. [Name]  
If the above staff are unavailable, you can also speak to a member of our Senior Leadership or Pastoral Staff.  
DO NOT RELY IN MAKING YOUR OWN DECISIONS

Out of the night that covers me,  
Black as the pit from pole to pole,  
I thank whatever gods may be  
For my unconquerable soul.

In the face of death I have not  
Understand my grief and pain.  
My

Beyond this place of wrath and tears  
Looms but the Horror of the shade,  
And yet the menace of the years  
Finds and shall find me unafraid.

It matters not how strait the gate,  
How charged with punishments the

**Challenging to Study**

**LOSTO**

**TRUPT FREE SITE**



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# Contact with the Academy

Please ensure that the Academy has up-to-date contact details for use in an emergency and to ensure that we can keep in touch to support your child.

You can access information about your child's progress, attendance, behaviour and timetable using our online platform 'Go 4 Schools'. Parents and students will be provided with login information during the first week of term.

During the year, you will have opportunities to meet with staff at our Parents' Evenings.

If your child is involved in an incident or we have a concern, we will endeavour to contact you as soon as possible. Where necessary, we will arrange an appointment for you to come into the Academy to agree on the best way forward.

You will receive newsletters and other mailings to keep you informed about general developments and events in the Academy. Our website, **[www.noelbakeracademy.co.uk](http://www.noelbakeracademy.co.uk)** is regularly updated to keep all members of the Academy community and visitors informed. We also use a texting service to alert parents regarding emergency Academy closures, parents' evenings and when reports are due to go home.

**We regularly update Facebook and Twitter with Academy information.**

## Contacting your child

In an emergency where you need to contact your child during the day, please phone and leave a message with reception. If your child needs to contact you, they should go to their Head of House. Due to mobile phones not being allowed in the Academy, you/your child should not contact each other via mobile phones.

## Contacting the Academy

The first point of contact for both you and your child is your child's form tutor. This is the person who knows your child best at the Academy and will be in the best position to help. If they need to, they will refer the matter to their Head of House.

If your child has a problem or concern, encourage them to speak to their tutor in confidence. Their tutor will discuss any action needed with your child and keep you informed as necessary.

You can contact your child's tutor by telephone, email or letter. Please be aware that your child's tutor may have a full teaching day and may not be able to speak to you immediately. We endeavour to return telephone calls within 48 hours.

If you have a more complicated matter to discuss, we encourage you to make an appointment with the Head of House.

**Please telephone or email to arrange an appointment if you must speak to someone immediately.**

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# Lunchtime Arrangements

Pupils have two options for lunch:

## 1. Buy a hot meal

## 2. Bring sandwiches

Pupils will eat their lunch in the Academy cafeteria, either a hot meal or sandwiches. Academy meals operate on a cafeteria system, and there is a selection of food available, which is pre-paid using the Academy's cashless system. There is a meal deal option for £2.70, including a dish-of-the-day, a drink and a biscuit/cake, or, pupils can pay for individual items they choose. Your child will be shown exactly what to do on the first day. When your child has finished eating, they will be expected to take their rubbish to the bins. No food may be taken out of the cafeteria.

Children will be issued with an Academy Pass and a House lanyard which they must wear whilst in the Academy. They will use this Academy Pass to buy items from the cafeteria. They should not lend to anyone else and, if lost, must report to their Head of House so that it can be cancelled and a new Academy Pass issued. Children should only queue once for items at lunchtime to avoid the build-up of long queues.

Pupils who are entitled to free meals receive a meal at lunchtime for up to £2.70 per day. If you are in receipt of benefits you may be eligible for Free School Meals. You can find out by checking here:

<https://www.noelbakeracademy.co.uk/free-school-meals/>

If your child's account inadvertently runs out of money, they must report to their Head of House for their year, who will write them a note allowing them to have a meal up to £2.70.

Names and forms of people borrowing will be recorded, and they will be expected to pay the money back on the following day. However, your child should make every effort to ensure that they have money in their account.

No pupils will be allowed off the Academy site at lunchtime unless they have been signed out for an appointment that has been authorised by the Pastoral Lead. Please emphasise to your child the importance of polite, helpful behaviour at lunchtime. Students who fail to be cooperative at lunchtime or cause problems for the dinner staff may be excluded from the Academy at lunchtime.



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# Schoolgateway

Noel-Baker is a cashless school. You can pay for school dinners, trips, resources, prom tickets and other items using the School Gateway app. Any money added using the school gateway app for dinners will be taken off when your child uses their Academy Pass at lunch. This is why it is a mandatory part of their uniform and must be worn on their lanyard every day.

**If you haven't registered, you can do so here:**  
**<https://login.schoolgateway.com/0/auth/register>**

All you need is a smartphone and the email address and mobile phone number stored on the school system. If you need to change the email address or phone number we have registered, please email **[enquiries@noelbakeracademy.co.uk](mailto:enquiries@noelbakeracademy.co.uk)**, and we'll update your records.

Using the School Gateway App to make payments is more convenient and saves the school time and money. It also removes the possibility of students losing cash or spending it elsewhere. You can also view transactions, see what children have been buying and see how much money is on the lunch account.

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# Getting to the Academy

Before and after school, staff are on duty at the Academy gate to ensure that children arrive and leave safely. Academy expectations apply to students on their way to and from the Academy, and we will follow up on inappropriate behaviour on the way to and from the Academy.

## On foot

Please remind your child to take care when crossing roads.

## By cycle

Students may cycle to and from the Academy, and we have a transparent cycle shed that is locked during the day. Bicycles must be in good working order, including brakes and lights during the winter months. Students must wear a helmet when with their bike and will only be permitted to collect their bike if in possession of their helmet - this is for their safety. This will be monitored by the Student Leadership Team. Failure to wear a helmet on more than one occasion may result in parents / carers being asked to collect the bike. Students will need to bring a lock to secure their bikes and may only go into the bike shed to leave or collect their bikes.

On the Academy grounds, students must walk their bikes to the bike sheds next to the tennis courts/MUGA. Whilst every effort is made to keep bikes secure, and any students who are caught tampering with bikes will be spoken to, your bike is brought onto the Academy site at the owner's risk.

## By car

Parents must not drive onto the Academy site or stop or reverse at the entrance to the driveway at the start or end of the day. This creates additional congestion and endangers students.

## By bus

A public bus service (Arriva 1/1A) operates along Bracknell Drive. Students who use the bus service are expected to behave with consideration to others. Any inappropriate behaviour may result in sanctions.







# THRIVE

At Noel-Baker Academy, everything we do is underpinned by our belief that all of our students are ENTITLED to the very best breadth and depth of provision.

We are proud of our students and our community and are determined that students will thrive in all areas of their lives, becoming well-rounded, responsible beings who are able to contribute and shape society, whilst respecting and supporting those who live in it.

## What is THRIVE?

Thrive is our new character development programme. Character is a set of personal traits that produce specific moral emotions, inform motivation and guide conduct. It is about helping students to become confident, independent and responsible citizens, making informed and responsible choices and decisions throughout their lives.

At NBA, we strive for our students to develop key characteristics within our four core values;

## LEAD EMPOWER ACHIEVE DRIVE

Our four CORE values are at the heart of everything we do and run through all elements of the Academy, from our curriculum to our behaviour for learning and rewards policies.

## Why is THRIVE important?

- Improves the ability for students to remain motivated by long-term goals.
- Develops positive moral attributes.
- Students develop social confidence and the ability to make points or arguments clearly and constructively.
- An appreciation of the importance of long-term commitments which frame the successful and fulfilled life.



'THRIVE' encompasses a range of objectives that students aim to achieve across the academic year.

Each objective will be worth a number of credits ranging from 5-15.

Students will have the opportunity to log their THRIVE points with their form tutor every half-term.

Students can use most objectives multiple times throughout the year, if successfully achieved by the end of a half-term.

Throughout the academic year students can achieve a range of awards; however, we want all students to aspire to achieve over 525 credits to gain the Platinum Award.

Award	Number of Credits
	225+
	325+
	425+
	525+

Lead		
	Objective	Credits
1	Be an ambassador or part of the student leadership team.	10
2	Lead a charity or fundraising event in or outside the academy.	10
3	Represent the academy at an event (open evening).	5
4	Impeccably dressed everyday.	5
5	Fully equipped everyday.	5
6	Act as a leader other than being an ambassador or member of the student leadership team e.g sports captain.	5

Empower		
	Objective	Credits
1	Volunteering in the community.	10
2	Take part in a charity or fund raising event at the academy.	5
3	Actively engage weekly in Votes for schools.	5
4	97% attendance or above.	5
5	97% punctuality or above.	5
6	No C2's.	5

Achieve		
	Objective	Credits
1	Demonstrate a love for learning e.g. meeting or exceeding all ATL expectations in subjects.	5
2	Read and provide a short summary on 5 books.	5
3	Complete all self-study.	5
4	KS3 - Attend 1 co-curricular club every week or KS4 attend all P6 lessons.	5
5	Nominated for SLT lunch or celebration evening.	10
6	Achieve 50 strive for five points every half term.	5

Drive		
	Objective	Credits
1	Complete bronze or silver Duke of Edinburgh.	15
2	Successful completion and 100% attendance of work experience or careers week.	5
3	To attend school events (parents evenings and next steps event).	5
4	Represent the academy at a sport, in a performance or curriculum event across the academic year (sports-day/inter-house).	5
5	Attend a club, society or team outside of school.	10
6	Attend a school trip or residential.	5

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# GO 4 Schools

When your child starts with us in September, you and your child will be able to access GO 4 Schools, an online platform used to share all essential information.

Using GO 4 Schools, you will be able to view your child's progress online and access the following information using either the website or the app.

## Real-time attainment information

Marks and target grades for all subjects throughout the year.

## Attendance

Shown from the start of the academic year.

## Timetable

Your child's daily and weekly timetable.

## Behaviour information

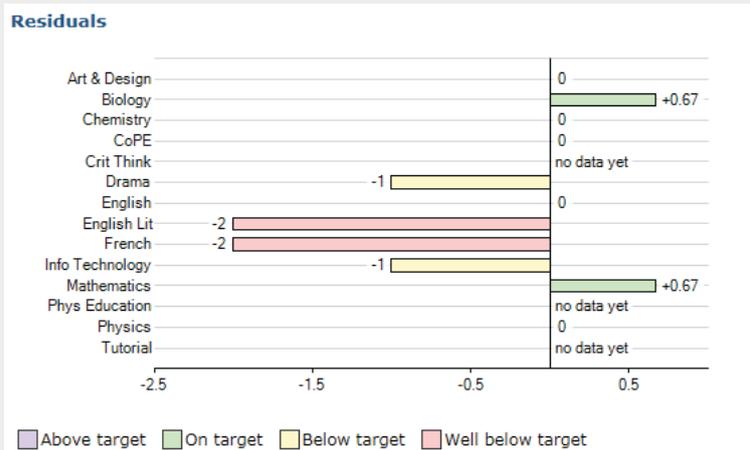
All behaviour incidents are recorded, both negative and positive.

Your child's page is constantly updated, providing you with the latest information. A weekly email notification also provides parents with a weekly summary. Further information will be provided in September, but the information below provides an overview of what you will see.



## At a glance

This is a quick overview of your child's current progress against their target grades for each subject. A zero value indicates that your child is on target, a negative value indicates below target, and a positive value indicates above target.



## Detailed Progress

This table shows the current levels in each subject. All topics and assignments are listed here, and updated marks will appear throughout the year. Where '**View subject description**' links are available, you can click on the link to see more detailed information.

**Detailed progress**

Subject	Target	Current	Projected	Breakdown
Art & Design	A	A	A	Unit 1 Textures A Unit 2 Celebration B Unit 3 Movement - Unit 4 All about me - Mock Exam -
Biology	B	A	F	B1 Objective Tests A B2 - B3 Test - New ISA - Homework Assignments Higher A Homework Assignments Foundation -
Chemistry	B	B	B	C1 Objective Tests A C2 D C3 Test - ISA - Homework Assignments Higher B Homework Assignments Foundation -
CoPE	Pass	Pass	Pass	Citizenship and Community Pass Beliefs and Values Pass Health and Fitness Pass International links Pass Work Related Learning Pass Communication Pass Vocational Preparation Pass The Environment - Independent Living Pass Sport and Leisure - Science and Technology - Expressive Arts - Optional credit 1 - Optional credit 2 -

## Attendance Data

This information is always shown up to the previous day.

### Attendance



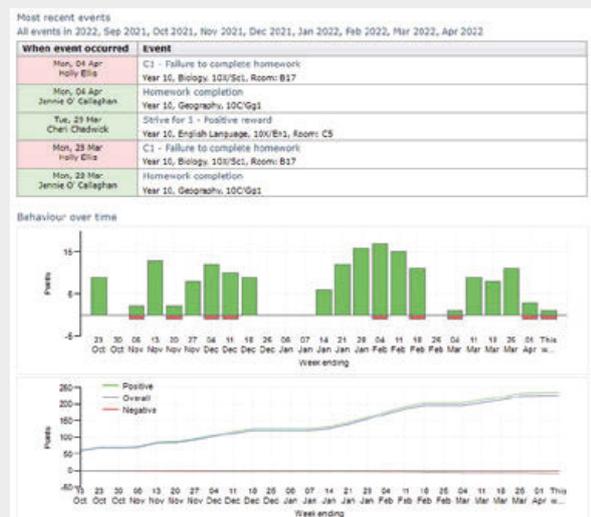
## Timetable

A summary of your child's timetable for the present day, plus a link to view their full timetable.



## Behaviour Data

The first table shows the last five events recorded for your child, but you can also view a complete history for the current academic year by clicking on the 'All events in...' link. The following charts show your child's behaviour over time; the bar chart shows the weekly scores, and the line graph shows the cumulative scores for the year.



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# Self-Study

At Noel-Baker self-study is a set of tasks assigned to students by their teachers, to be completed outside the classroom. Self-study is an important part of our retrieval practice strategy and an extension of our schemes of learning, helping students to remember what they have been taught. It also helps to ensure independent working becomes a habit and a key part of our culture at NBA, a skill especially important at KS4 and one linked to high outcomes.



Satchel One is an online platform that we use for the setting and monitoring of homework. All staff will use Satchel One to set homework, all students will use it as a means of accessing set work and all parents will have access to see what work has been set.

## What and when?

All self-study tasks are set at the start of the week and students have one week to complete all of their tasks. Students will be set the following self-study tasks throughout the academic year:

- Weekly tasks - English, Maths, Science, History, Geography and Languages Latin and Religious Studies on rotation every fortnight.
- Art/Design and Technology/Drama/Music/Computer Science on rotation throughout the year.
- PE - Weekly goal of attending a co-curricular club.

Satchel One can be used through their website, on a browser, or through their free App which is available on most tablets and smartphones. Some great benefits and features of this system are:

- Can easily see all self-study tasks online.
- The deadline date for the task and any relevant resources which have been uploaded to complete the task are clear and accessible from each student's personal account.
- Self-study is accessible 24/7, and not fully reliant on paper-based work.
- Helps keep organisation of homework.
- Teachers will set Students quizzes online - and see the results once completed.
- Automatic reminders when using the mobile app before and after a deadline.



Noel-Baker Academy  
A L.E.A.D. Academy



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# Noel-Baker House System

## *Why do we use a House system?*

Our vision is that our house system further enhances our pastoral care, allowing our community to foster a more profound sense of belonging and a strong team spirit. The house system will be at the core of every aspect of our ethos and culture and allow all children to excel and contribute based on their strengths. It promotes students' sense of responsibility and creates a positive ethos and culture based on a sense of community and aspiration to be the best.

House membership will bring a sense of belonging and the opportunity to enter into competitions with peers. Educational studies have shown that house systems have numerous academic and social-emotional benefits. Research also shows that those who feel comfortable and supported enough to participate in house events are more likely to feel able to commit themselves fully to academia.

## *What will the house system be like?*

Our House system consists of four Houses linked to our four core values; LEAD, EMPOWER, ACHIEVE and DRIVE. A Head of House will lead each House. Within each House, there will be students from each year group. However, students form groups will remain in year groups.

Students will wear a coloured lanyard, identifying their House colours. All siblings will remain in one House to allow a single point of contact with their designated House Leader.



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## *What are the benefits of using a House system?*

The House system:

- Creates a streamlined and more efficient communication system.
- Further enhances the positive school ethos through the participation of House events, competitions and bespoke co-curricular offers.
- Develops school leadership opportunities and peer-on-peer support and guidance, allowing student voices to be coherent across all four Houses.
- Creates a community ethos whereby students across year groups work collaboratively together.
- Further enhances pastoral support for families (SEND, Attendance, MHWB, behaviour and safeguarding).



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# Attendance and Punctuality

Good attendance is crucial to the future educational success of your child. At Noel-Baker Academy, good attendance is defined as 97% and above, but your child should aim for 100% attendance. If your child achieves this, they will have full access to a knowledge-rich curriculum, the opportunity to engage positively with the academy, and enjoy a feeling of belonging to their community. If your child falls below 97%, they will not be able to fulfil their educational potential.

We know that the main reason your child may be absent from school is due to illness. Keeping healthy, so your child can attend school regularly is an integral part of your child's life. You can help them by ensuring that they exercise, get enough sleep and eat a healthy diet. Please remember that early morning aches and pains often pass, so don't keep your child at home 'just in case' when they could be learning. We will monitor your child's attendance closely and can support your child at school if they are feeling unwell.

## Attendance through Illness

If your child is too unwell to attend school, please contact the school before 8.30am to notify us of your child's absence. Please state the reason for the absence and when your child is due back (**Tel 01332 572026**).

For the absence to be authorised, we will require written confirmation explaining the reason for the absence. This can be emailed to **attendance@noelbakeracademy.co.uk** or, upon your child's return school, given to the team in either the Pastoral office for LEAD/EMPOWER on A Floor Green/Yellow or the Pastoral office for ACHIEVE/DRIVE on A Floor Red/Blue. Please contact the school each subsequent day of absence unless a definite return date is known. If you do not contact us within 24 hours of an absence, this will be marked as unauthorised.

***Please note that if your child has been sick, they do not need to remain at home for the following 48 hours - they can return earlier!***

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## Medical evidence

If your child has been absent for three days or more with either illness or unauthorised absence over a 6-week rolling period, we will require some form of medical evidence stating the health reasons for the absence. This can also be emailed to [attendance@noelbakeracademy.co.uk](mailto:attendance@noelbakeracademy.co.uk) or given to the attendance office upon your child's return to school.

## Medical/dental appointments

Medical/dental appointments must be made outside of the regular school day. Where this is truly unavoidable, the medical appointment card (or letter from parent/carer) should be given to the team in either the Pastoral office for LEAD/EMPOWER on A Floor Green/Yellow or the Pastoral office for ACHIEVE/DRIVE on A Floor Red/Blue.

## Holidays in Term Time

We do not authorise any absences for holidays during school time. The Government guidelines are very clear and only allow the Headteacher to grant a leave of absence for exceptional circumstances. You do not have a legal right to take your child out of school for a holiday during term time. Further information is explained in our attendance policy.

## All unauthorised absences

If your child is absent from school without authorisation from us, we will have to investigate further with the assistance of the Education Welfare Service. Where it is shown that an unauthorised leave of absence or holiday has been taken, you may be subject to a penalty notice of £60 per parent/ carer per child in the first instance.

Finally, good habits are developed from an early age. Punctuality and attendance must be the norm rather than the exception.

**We will always support you to encourage and demonstrate the importance of efficient timekeeping for your child, which will lead them to a bright future!**



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# Safeguarding Guide

Safeguarding is at the heart of our Academy, where we want our pupils to feel secure and empowered to achieve their potential. More detailed safeguarding information, including our policy, can be found using the links at the bottom of the page.

## Quick Reference for Academy Staff and Volunteers

- A.** Identification must be worn at all times. This includes all staff and visitors. Visitors must always be accompanied by a member of staff whilst travelling around the site, if without a full DBS.
- B.** All adults who work in Noel-Baker have a duty of care to safeguard the students attending the academy and promote their welfare by contributing to their:
- Staying Safe
  - Contributing Positively
  - Being Healthy
  - Enjoying and Achieving
- C.** This page provides information on what Noel-Baker expects regarding safeguarding. If you have any queries or are unsure on any points, please speak to the safeguarding lead, Mr Mark Taylor or, in his absence, Miss Rebecca Flude or Ms Diana Scott.

**Mark Taylor**

ADHT – Senior Designated Safeguarding Lead (SDSL), pastoral, transition.



**Rebecca Flude**

Safeguarding Lead



**Diana Scott**

Safeguarding Lead



**The Safeguarding Team**

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## When and what might they be concerned about?

Staff or visitors may become concerned about information that suggests a child is at risk. They may observe physical signs, changes in the child's behaviour, pick-up signs of emotional distress or have the child disclose a harmful experience to them.

## What they will do if a child discloses that they are being harmed.

### 1. Listen

They will listen carefully to what the student is saying, trying not to interrupt.

### 2. Reassure

They will reassure the child that it is not their fault and stress that it was right for them to tell an adult. Throughout the conversation, they will remain calm, attentive and non-judgemental. They will not promise to keep what is said a secret. Additionally, they will ask non-leading questions to clarify, if necessary, such as:

- Tell me more...
- Describe what happened...
- Explain that to me...

## Safeguarding Contacts

***Regardless of the source of harm, concerns must be reported.***

Headteacher	Mrs Kate Richardson
Safeguarding Lead	Mr Mark Taylor
Deputy Safeguarding	Miss Rebecca Flude & Ms Diana Scott

Contact Number	01332 572026
Director of L.E.A.D.	Mr Neil Spencelayh

***The Academy's Safeguarding Policy is available on the Noel-Baker Academy website or upon request.***



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# E-Safety Guide

This guide is about how to help your child surf the internet safely. We are here to inform, support, and promote good activity whilst going about everyday life in the digital age. Although it is something this generation has been born into, their confidence and skills in using technology are typically high. Still, their knowledge and awareness of the inherent issues, risks and dangers are usually very low. Your child should be able to tell you about their e-safety lessons at school, where they learn to be safe online using a secure network that is as safe as possible.

## Child safety on the internet

There is no doubt that new technologies offer tremendous opportunities for children and young people, however, as with any environment, there are also risks.

### The kinds of risks range from:

- Cyberbullying
- Grooming
- Identity theft
- Exposure to inappropriate content
- Potential abuse from online predators

### Useful Links

Childline - 0800 1111

[www.kidsmart.org.uk](http://www.kidsmart.org.uk)

[www.thinkuknow.co.uk](http://www.thinkuknow.co.uk)

[www.safenetwork.org.uk](http://www.safenetwork.org.uk)

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# SMART advice for your child

## Safe

Keep safe by never giving out personal information to people over the internet, such as your full name, address, phone number or photos.

## Meeting

Never meet with someone you've met online without your parents' permission and their presence; the person may be lying about who they are.

## Accepting

Accepting messages or emails from someone you don't trust or know over the internet can be dangerous; they may contain viruses or bugs!

## Reliable

Information on the internet may be false, or someone may be lying about their true identity. Always be careful about what you believe.

## Tell

Tell your parents, a carer or a trusted adult if something you've experienced on the internet makes you feel uncomfortable or worried.



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# Q&A for your children's online safety

## Q. What information shouldn't I put online?

Don't give out any personal information online, more specifically: your full parents' banking information.

## Q. What is private chat?

This is a private message between you and one or more other people online. It's best to only do this with people you know in real life.

## Q. What about social networking sites?

Social networking sites are places where you can keep in touch with friends and let people know what you are doing. You must be careful not to post personal information or photographs, as you don't know who can see them. Usually, you have to be at least 13 to sign up for these social networks.

## Q. What if I'm asked to register on a website?

If a website asks you to register online and you have to fill out a form, always ask an adult's permission beforehand.

## Q. Is email safe?

Sending and receiving emails between family and friends is usually safe. However, do not open emails from people you don't know or trust, as they may contain viruses.

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## How to stay safe online

The Internet, mobile phones, social networking and other interactive services have transformed how we live. Children and young people are among the early adopters of new technologies and move effortlessly between the various interactive services and devices to communicate, interact, create and share content with family and friends. They also often use these technologies as part of the school curriculum.



# E-Safety Guide: Cyberbullying

Being sent an abusive or threatening text message or seeing nasty comments about yourself on a website can be upsetting. This guide gives you seven important tips to protect yourself and your friends from getting caught up in cyberbullying and advice on how to report it when it does happen.

## 1) Always respect others

Remember that when you send a message to someone, you cannot see the impact that your words or images may have on the other person. It is important to always show respect to people and be careful what you say online or what images you send. What you think is a joke may hurt someone else. Always ask permission before you take a photo of or create a post about someone.

If you receive a rude or nasty message or picture about someone else, do not forward it. You could be assisting a bully and even be accused of cyberbullying yourself. You could also be breaking the law.

## 2) Think before you send

It is essential to think before you send any images or texts about yourself or someone else by email or mobile phone or before you post information on a website. Remember that what you send can be made public quickly and stay online forever. Do you want your teacher or future employer to see that photo?

## 3) Treat your password like your toothbrush

Don't let anyone know your passwords. It is a good idea to change them regularly. Choosing hard-to-guess passwords with symbols or numbers will help stop people from hacking into your account and pretending to be you. Remember only to give your mobile number or personal website address to trusted friends.

## 4) Block the bully

Most responsible websites and services allow you to block or report someone behaving badly. Please make use of these features; they are there for a reason!

## 5) Don't retaliate or reply!

Replying to bullying messages, particularly in anger, is just what the bully wants.

## 6) Save the evidence

Learn how to keep records of offending messages, pictures or online conversations. These will help you demonstrate to others what is happening, and can be used by your school, internet service provider, mobile phone company, or even the police, to investigate cyberbullying.

## 7) Make sure you tell

You have a right not to be harassed and bullied online.

## There are people that can help:

- Tell an adult you trust who can help you report it to the right place, or call a helpline like **ChildLine on 0800 1111** in confidence.
- Tell the provider of the service you have been bullied on (e.g. your mobile phone operator or social network provider). Check their websites to see where to report.
- Tell your school. Your teacher or the anti-bullying coordinator at your school can support you and can discipline the person bullying you.
- Use the **'Worried or concerned'** button on the school website to report an issue that you want school to help with.

**Finally, don't just stand there - if you see cyberbullying going on, support the victim and report the bullying. How would you feel if no one stood up for you?**

# Mental Health and Wellbeing

At Noel-Baker Academy, we promote positive mental health and wellbeing for our whole school community (children, staff, parents and carers) and recognise how important mental health and emotional wellbeing are to our lives, just as physical health.

Our Academy is a safe place where children and young people experience a nurturing and supportive environment. They can build their self-esteem and learn strategies to help them become resilient and overcome adversity.

Our Academy provides students with positive role models and relationships, which are critical in promoting children's wellbeing and can help to engender a sense of belonging and community. We ensure that children can manage times of change and stress to ensure that they are well-supported to reach their potential.

At Noel-Baker Academy, we ensure that children learn what they can do to maintain positive mental health and where they can seek support. We talk about mental health and stigma is challenged by creating a culture of empathy and openness for our staff, students, parents and community.

We hold the Mental Health in Schools Award, which we achieved at the silver level. We are also very proud to have been chosen as a centre of excellence for mental health and, as a result, have a mental health support team as part of the Changing Lives programme based in school.

We have a very clear mental health referral process, and you can feel assured that your child will receive the very best provision, should they need it.

**If you are concerned about your child's mental health, the following services can offer support:**



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# Mental Health and Wellbeing



## Kooth

Kooth is a free online counselling, support and advice service for children and young people aged 11 to 19. Users can access Kooth's counselling team as a 'drop-in service' (as and when required) or book weekly, structured sessions with a named therapist

[www.kooth.com](http://www.kooth.com)



## Childline

ChildLine is a free, private and confidential national service available online and over the phone for anyone under 19 years old. They have a wide range of resources and services that cater to anything a person under 19 might face.

[www.childline.org.uk](http://www.childline.org.uk)

T: 0800 1111



## Young Minds

Young minds work closely with young people and their families to campaign on issues impacting their mental health. They operate a range of services, including a helpline offering free advice and support to any adult worried about a young person's behaviour or mental health

[www.youngminds.org.uk](http://www.youngminds.org.uk)

T: 0808 802 5544

Please visit our website for further information regarding our mental health provision, or contact Kate Barron, Senior Lead for Mental Health;

[www.noelbakeracademy.co.uk/mental-health-and-wellbeing/](http://www.noelbakeracademy.co.uk/mental-health-and-wellbeing/)

E: [KateBarron@noelbakeracademy.co.uk](mailto:KateBarron@noelbakeracademy.co.uk)



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# Equality, Diversity and Inclusion

At Noel-Baker Academy, we believe that all children, irrespective of their race, sex, gender identity, sexual orientation, religion or disability, have a common entitlement to a broad and balanced academic and social curriculum accessible to them.

Noel-Baker Academy strives to eliminate prejudice and discrimination and develop an environment where all children can flourish and feel safe. We aim to make sure that every student at Noel-Baker Academy feels valued, respected, celebrated and can see themselves reflected in our curriculum.

Part of the academy's strategic planning for improvement is to develop cultures, policies and practices that include all learners. We aim to engender a sense of community and belonging and offer new opportunities to learners who may have previously experienced difficulties.

Our students have created our equality statement, showing our stance on equality, diversity and inclusion. You can see our equality statement on the wall in reception, our main school entry, meaning visitors to our Academy and our whole school community can see our EDI expectations.

## Equality Statement

At Noel-Baker Academy, we recognise that all of us are as similar as we are different. We are a diverse and inclusive learning community, and we strive to succeed and support each other. Our goal is to provide a curriculum that reflects and celebrates the diversity of our community.

You have our respect; we value you, and we will do our best to make you feel safe. In entering our academy, we expect the same from you in return.

**Everyone is welcome here, You are welcome here.**

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## Equality, diversity and inclusion and our zero-tolerance approach to discrimination.

We have very clear procedures in school that are consistently followed should an EDI incident occur. An EDI incident is deemed discriminatory towards any of the nine protected characteristics set out in the Equality Act 2010: age, disability, gender-reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, and sexual orientation.

At Noel-Baker Academy, we address the issue straight away. We acknowledge each incident, every time, as part of a zero-tolerance approach and hold an educational conversation with the student/ students involved.

We log each incident as it occurs, and sanctions are issued in line with our EDI and behaviour policies, depending on the severity and nature of the incident.

## Student Opportunities

Our All Colourz Council and Cultures and Diversity Forum are co-curricular clubs on offer to all students.

The All Colourz Council is a club for LGBTQ+ students and their allies. Students run the group for students. Sessions allow learning about LGBTQ+ history and current discussions that are taking place. It is a safe space to explore and ask questions without judgement. The ACC aims to raise awareness around homophobic, bi-phobic, and transphobic bullying and plans awareness events throughout the year.

Our Culture and Diversity Forum is a group for students who meet with racial diversity and anti-racism in mind. Students share experiences to help shape policy and planning and deliver assemblies and support at open evenings. Students plan cultural celebrations within the school to raise awareness of the diverse community we live in and beyond!

## Further information

There is a designated page on our Academy website where you can find information regarding our EDI provision here;

[www.noelbakeracademy.co.uk/equality-and-diversity/](http://www.noelbakeracademy.co.uk/equality-and-diversity/)

Please get in touch with Dawn Perry, Associate Assistant Headteacher with responsibility for Culture Shock, Careers and EDI.

For further information email: [dawnperry@noelbakeracademy.co.uk](mailto:dawnperry@noelbakeracademy.co.uk)



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# Inclusion

At Noel-Baker Academy, we work very hard to support our students, including those with special educational needs and/or disabilities (SEND). We work closely with both our partner primary schools and parents/carers to ensure that we have a thorough understanding of the individual needs of our students.

We recognise that transition can be difficult, especially for a child with SEND and their families, so we take extra steps to provide a smooth and purposeful transition process. We believe that all children, including those identified as having special educational needs and/or disabilities, have a common entitlement to a broad and balanced academic and social curriculum, which is accessible to them.

To support students during their journey at Noel-Baker, we offer the following:

## Breakfast Club

Every morning, we run a breakfast club from 8:15am until 8:40am in the canteen. Students can join us in activities, chat with somebody from our Inclusion Team, make new friends, or just ensure that they have eaten breakfast to be ready for the day ahead.

## The Hub

If students prefer somewhere quieter to go at break and lunchtimes, we run a daily club in The Hub with our Inclusion Team. Here, students can come and play games, read a book, or get to know other students.

## Sensory Room

We also have a sensory room: it can really help make you feel calmer when you are having a bad day.

## Keyworkers

To support students at Noel-Baker, those identified as needing additional support will be allocated a key worker. They will be there to help you and your child with any of your worries and to offer guidance and support during their time at Noel-Baker.

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## Interventions

To support students in overcoming barriers, we offer a wide range of interventions to help them achieve their full potential personally, socially, emotionally and academically in all areas of the curriculum.

## Student Information Files (SIFs)

SIFs are created for all of our students with SEND and are made readily available for all teaching staff, ensuring a high level of consistent and effective support. They are updated regularly to reflect any changes in students' needs. This provides staff with recommended strategies to support students and meet their needs.

## Further information

There is a designated page on our Academy website where you can find information regarding our SEND provision, including how to support your child with transition;

[www.noelbakeracademy.co.uk/about-us/inclusion/](http://www.noelbakeracademy.co.uk/about-us/inclusion/)

Please contact Mrs Helen MacLeod (Operational SENCo) for any further information:

**E: [helenmacleod@noelbakeracademy.co.uk](mailto:helenmacleod@noelbakeracademy.co.uk)**





**Noel-Baker Academy**

**A L.E.A.D. Academy**

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T: 01332 572 026

E: [enquiries@noelbakeracademy.co.uk](mailto:enquiries@noelbakeracademy.co.uk)

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**LEADING STUDENTS  
TO A BRIGHT FUTURE**



SCIENTIA POTENTIA EST