



**Bluecoat Wollaton**  
believe in yourself, in others, in God

# PARENT HANDBOOK

## 2019/2020



“ Pupils attend regularly, behave extremely well,  
achieve highly and develop respect for all people ”

OFSTED May 2018





# FOREWORD

Central to the success of any Academy is the three way partnership between students, the Academy and you the parents/carers. This handbook is intended to help us to work together so that every student is able to maximise their opportunities. Our hope and expectation is that our students leave Bluecoat Wollaton Academy as well rounded, happy learners who are able to deal confidently with the challenges of the world around them.

We believe that every student should have access to the best teaching and learning. That teaching and learning should not just be about passing examinations but should encompass a whole range of skills. These skills should equip them for the world of work in the 21st Century. We also believe that each young person should develop a wider understanding of the world around them. They should receive clear guidance about the spiritual and moral values that flow from our foundation as a Church of England Academy. Our mission as a Christian Academy is to help students to develop as a whole person, understanding the difference between right and wrong and having respect for one another.

From the time your children are first born, you as parents are the main educators in your children's lives. You are certainly the greatest influence on their development. Students spend a tiny fraction of their lives at the Academy. This means that genuine progress can only be made for every student if there is a real and meaningful partnership between ourselves. Working together we can help your son/daughter to become the person they aspire to be. We want our students to be the best people they can be: to be ambitious, compassionate and fulfilled. As our ethos clearly states; believe in yourself, in others, in God.



**Stuart Anderson,**  
Principal at Bluecoat Wollaton Academy



## Contact Us

If you have a concern about your child then your first point of contact should be your child's Head of Year, they are there to support you.

During the Academy day you may find that a member of staff that you would like to speak with may be teaching. Please leave a message with the Academy Office and the member of staff will call you back.

If you would like to meet with a member of staff please call the Academy to arrange a mutually convenient time.

Please avoid arriving at the Academy without an appointment as members of staff have teaching commitments and will not be able to meet with you.

### Academy Contact Details:

#### Bluecoat Wollaton Academy

Tel: 0115 900 7210

E-mail: [office@bluecoatwollaton.co.uk](mailto:office@bluecoatwollaton.co.uk)

Web: [www.bluecoatwollaton.co.uk](http://www.bluecoatwollaton.co.uk)

## The Academy Agreement

By accepting a place at Bluecoat Wollaton Academy you are agreeing to support the Academy and its policies including the Home Academy Agreement. We want to work with parents and students to provide a high standard of education by offering a balanced curriculum, taught through engaging lessons with achievement being monitored closely. We want to celebrate the success of your child and keep you informed about your child's progress and behaviour. We will provide extra-curricular activities and work to build your child's confidence and ability to form positive personal relationships.

We will actively promote the importance of staying healthy and safe, enjoying and achieving, making a positive contribution and developing economic wellbeing. We will also ensure your child is given opportunities to develop spiritually.

We expect all parents to work with us in achieving excellent outcomes. You can show this by being actively involved in your child's education by attending parents' evenings, checking their planner, Go 4 Schools, attending review appointments and ensuring that your child makes the most of every opportunity by attending the Academy every day. In partnership with us, you will support the Academy's policies including the behaviour policy.

## The Academy Believe Statement

Our belief is that every student is unique and valued by God and by Bluecoat Wollaton Academy. This is critical to the relationships and personal approach to the curriculum that we take with every young person in our care. We develop confident students that have a good character. We encourage students to develop belief in themselves in order to be the best they can be. Our students are resilient, can work independently and have a good understanding of where they have come from and who they are.

Our belief is that we should value and care for each other. This is reflected in the harmonious community that makes up Bluecoat. Students will feel part of a local, national and global community, believing in others and working together towards a common purpose. Students will develop into respectful, supportive and considerate members of the community who are passionate about making a difference.

Finally, it is our belief that it is a fundamental part of our mission to open young people's minds to the awe and wonder of the world, helping them on their journey of spiritual development.

We consider students' spiritual, physical and emotional needs within the context of a Christian framework. We develop students that are able to make good moral choices, who are outward facing and are respectful to those around them. Our aim is for students to inspire and be inspired.

**believe**  
believe in yourself, in others, in God



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## Our Day

Bluecoat Wollaton Academy day explained:

**08:30 Registration/Act of Worship/Believe/Form Time**

**09:00 Period 1**

**10:00 Period 2**

**11:00 Break**

**11:20 Period 3**

**12:20 Lunch and Enrichment Activities**

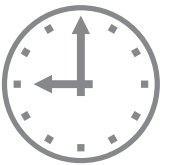
**13:00 Period 4**

**14:00 Period 5**

**15:00 Main Closure for KS3 & most of KS4 students**

**15:00 Period 6**

**16:00 End of Academy day**



## Thursday afternoon arrangements

**Year 7:** Students will be taking part in a wide range of enrichment activities and will be dismissed from the Academy at 3.00pm. Students may have the option to stay until 4.00pm if their activity is led by an external provider. It is not compulsory for students to stay until 4.00pm but it may be necessary given their chosen activity. This will change on a half termly basis.

**Year 8 & 9:** Some students will be offered the chance to participate in enrichment activities should numbers allow. Those students wishing to remain in the Academy are able to use the study rooms available to complete work but are free to study independently away from the Academy should they choose to do so and will be dismissed at 2.00pm to continue their work and develop their self-study skills.

**Year 10 & 11:** Students will be dismissed from the Academy at 2.00pm. Students will undertake a package of independent careers training and selected groups of students will remain at the Academy to participate in additional study support groups which support achievement. These include coursework support and subject revision sessions.

Students in all year groups will be offered opportunities to undertake enrichment options on Thursday afternoons but this will be dependent on viable numbers and available resources.





## Our Uniform

### ACADEMY UNIFORM REGULATIONS

These regulations have been designed to ensure that students wearing the uniform shall continue to be dressed in a manner worthy of the traditions of the Academy. We pride ourselves on high standards and ask for the co-operation of parents in ensuring we work together to maintain our regulations.

Full details of the Academy uniform can be found on our website.  
[www.bluecoatwollaton.co.uk](http://www.bluecoatwollaton.co.uk)

## Behaviour

### ANTI-BULLYING CODE

We want to ensure that every student is able to make the most of their education in a pleasant, safe and supportive environment surrounded by good relationships.

Bluecoat Wollaton Academy believes that bullying is deliberate hurtful behaviour, either physical or psychological which is unprovoked and repeated over a period of time.

As a result we have developed an Anti-Bullying Code which all students, parents and staff are expected to follow.

- Every student at the Academy has the right to enjoy learning in a safe environment, free from intimidation both in Academy and in the community
- Our Academy community will not tolerate any unkind action or remarks, even if these are not intended to hurt or offend
- Students should support each other by reporting all instances of bullying
- Bullying will be dealt with seriously
- We are an 'open-listening' Academy. Bullying is too important not to report

### HOMOPHOBIC AND LESBIAN, GAY, BISEXUAL AND TRANSGENDER BULLYING

At Bluecoat Wollaton Academy we are committed to supporting all students. It is vitally important that students have opportunities to discuss issues in what can be a difficult time in their life. Many young lesbian, gay, bisexual and transgender people can experience bullying.

Some students may hold grudges against anyone who is perceived as different and

demonstrate discriminatory attitudes or behaviours. We understand that students need to have opinions and views, but are keen to ensure that all members of our school community feel comfortable and will act to achieve this.

### Always report bullying to an adult.

#### How will bullying be dealt with?

The Academy will respond to any report of bullying quickly and will take action depending on the severity of the reported case.

### All reported incidents will be taken seriously.

All students involved will be provided with an opportunity to give their side of the story.

Students involved will be provided with the opportunity to make right their wrong so that they can restore good relationships.

Each case will be investigated and where the incident is of a more serious nature or has continued over a prolonged period the Academy will implement sanctions appropriate to the offence.

Full details of our behaviour policy and safeguarding information can be found on our website.

## Mobile Phones and all electronic devices

### AT BLUECOAT WOLLATON ACADEMY

- Students must switch off mobile phones and electronic devices before they enter the School site; they are to be out of sight in bags and are the responsibility of the students
- Devices must not be used or in view at any time, including break and lunchtimes
- Devices seen will be confiscated and parents informed. Parents must collect these at a time of **our** convenience
- In addition to the confiscation, students will receive an after school detention that same day
- Devices cannot be used to listen to music
- The Academy has the right to search students for devices, even if they have not been seen, if they feel/suspect they are being used or that they are making others vulnerable

- A detailed guide to this area can be seen on our website in the 'Policies' section, where our 'statement' of practice is located

## Attendance & Punctuality

### WHY ACADEMY

#### ATTENDANCE MATTERS

Parents/carers have a legal responsibility to ensure their child attends the Academy regularly and arrive on time each day, and we would be grateful for your support in this important matter.

Full details can be found on our Academy website.

In extreme cases parents/carers can be fined up to £2,500 or imprisoned for failing to ensure that their child/ren attends the Academy regularly. Magistrates can also impose a parenting order, which means that parents/carers have to attend a counselling and guidance programme, usually a parenting class.

### ATTENDANCE REWARDS

The following table illustrates the rewards that students will be given if they have 100% attendance and/or punctuality for any week or half term.

- Students achieving 100% attendance each week receive 1 positive point
- Students achieving 100% punctuality each week receive 1 positive point
- Students achieving 100% attendance each half term receive 3 positive points
- Students achieving 100% punctuality each half term receive 3 positive points

### Examples of rewards for good attendance and punctuality

- Certificates and prizes on a half/termly/end of year basis
- Positive points (see above)



## Christian Distinctiveness

### AT THE HEART OF WHAT WE DO

Bluecoat Wollaton Academy is a Church of England Academy. This means that all aspects of our work are informed by the values and practice of the Christian faith. This is one of the ways in which the Academy is a distinctive educational community. But what does this mean in practice?

The Christian dimension to the Academy is most obviously found in the following ways:

### ACTS OF WORSHIP

Our Acts of Worship are given great importance in the life of the Academy. All students take part in these at the start of the day.

### COMMUNION SERVICES

These are regular opportunities for staff and students to attend. Communion services for students take place in Acts of Worship.

### ACADEMY CHAPLAINCY/ YOUTH WORKERS

The Academy is fortunate to have the services of a Chaplaincy team who work closely with staff, students and parents in a variety of ways, including teaching, assisting members of the Academy community by listening and supporting and in leading Acts of Worship. They are available to give support to all members of the Academy community.

### RELIGIOUS EDUCATION

The Academy attaches great importance to Religious Education and all students from Years 7-11 follow Religious Studies courses, Year 9-11 students follow a full GCSE in Religious Studies. The GCSE course also provides opportunities for students to meet and interact with local churches and other members of the local faith communities.

## Curriculum

### HOW YOUR CHILD WILL EXPERIENCE LEARNING

The curriculum offer at Bluecoat Wollaton Academy reflects its learners: it is diverse, vibrant and driven by a desire for success. It equips our students with the necessary knowledge, skills and confidence to succeed throughout their time at the Academy.

Details of the curriculum can be found on our website.



Any queries regarding our curriculum should be sent to Mr R Peel (Vice Principal).

Our purpose is to challenge and support students to raise attainment and achievement, to continuously improve the curriculum and to work with all stakeholders to develop a curriculum that allows students opportunities to encounter enriching experiences.

We are fortunate to employ a Careers Team working across the Academy Trust ensuring students are informed of a wide range of future opportunities available to them both internally and externally.

## Homework & Extended Learning

We believe homework and extended learning experience for students at Bluecoat Wollaton Academy.

Homework is an opportunity for students to develop as independent learners and to extend and practice skills and our knowledge organisers deliver compulsory homework for everyday of the week. This is also supplemented with additional homework.

## Pastoral Care

Within the pastoral system at Bluecoat Wollaton Academy we try to ensure that all students work together to achieve their full potential through a supportive, purposeful and caring Pastoral system. We blend the strengths of both House and Year approaches to pastoral care so that we can most effectively support academic achievement, Academy competition, wider activities and discipline.

Please see 'Parent's Section' of the Academy website for further details of Pastoral Care.

## Lunchtime Arrangements

At lunchtimes students may choose to purchase either the set meal or snacks, which are individually priced. Hot Lunches must be eaten in the great room or in the canopy area.

### FREE MEALS

#### What is a free meal?

A Free Meal, provided to a child or young person during an Academy break, is paid for by Government. For a child to qualify for a Free Meal, their parent or carer must be receiving particular qualifying benefits as stated by Government. A child in receipt of any of these qualifying benefits in their own right is also eligible to receive Free Meals.

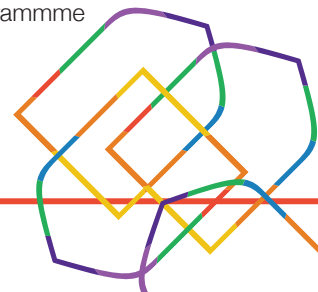
For more details on Free Meals and to apply online please see the Bluecoat Wollaton Academy website or call reception.

## Enrichment

Bluecoat Wollaton Academy is passionately committed to developing every facet of the young people in our care. We believe that while academic success of is a prime concern we should treat students as whole people caring for and encouraging their physical, mental and spiritual potential. Our enrichment programme reflects this ethos providing opportunities for all students to explore new interests, challenge themselves and have a lot of fun while they do.

The enrichment programme can be divided into 4 main areas:

*Continued over*





LUNCHTIME CLUBS

We have a huge programme of lunch time clubs suited to all tastes and interests. These clubs are run by staff who give up their lunch times to provide fun places to meet friends and explore new activities. The clubs include sports, arts, Christian unions, movie clubs, music clubs and much more. They are all free and members receive a membership card that entitles them to an early lunch.

AFTER SCHOOL CLUBS

There are many after school clubs on both campuses, run by staff and outside providers such as Nottingham Forest Football Club. These include most sports such as football, table tennis and dodgeball. Non-sporting activities are also offered such as The Duke of Edinburgh Award, drama and science clubs. All activities are free of charge.

ENRICHMENT OPPORTUNITIES

Every Thursday afternoon the normal time table 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, charity work and formal qualifications. There are some great providers lined up including Nottingham Forest Football Club, Nottinghamshire County Cricket Club and National Ice Arena. Most activities are free of charge. Students will be encouraged to choose a variety of options through the year.

STUDY CLUBS

All the faculties run study clubs that enhance and support the curriculum. These clubs run at lunchtimes and after school and operate on a drop in basis. The study clubs are there to help with homework and coursework as well as to give support in areas where students may be struggling. In some cases the academy will direct and compel students to attend. This is non- negotiable.

ParentMail

This is an Academy to home communications service that the Academy has been encouraging our parents to subscribe to. It combines a web based email and text messaging system to provide us with a speedy and cost effective means of communication with parents.

The ParentMail website uses full bank-grade security and ensures that data stored and messages sent are secure; it is also registered under the Data Protection Act.

The system quickly sends messages to individual parents or all parents in a matter of minutes.

Message groups can be set up, for example after Academy clubs, field trips and excursions. It is also a useful tool for contacting parents whose children have unauthorised absence or to inform parents of Academy closure during spells of extreme weather conditions by alerting them by text or e-mail.

To register for the ParentMail service please complete the form in your induction pack or obtain a letter from the Academy office.

Stay Safe

At Bluecoat Wollaton Academy we are fully committed to safeguarding.

All staff have appropriate training so that they understand their roles and responsibilities and are confident about carrying them out. Staff, students, parents and governors should feel secure that they could raise any issues or concerns about the safety or welfare of children and know that they will be listened to and taken seriously. This will be achieved by maintaining an ethos of safeguarding and promoting the welfare of children and

young people and protecting staff. There may be occasions when the Academy is legally obliged to share our concerns with social care.

ParentPay

What Is Parentpay? ParentPay is an independent website which the Academy uses to facilitate electronic payments for trips and activities. It is the preferred method of payment for all money coming into the Academy from students as it eliminates the need for cash or cheques to be brought in. It is a secure website where parents/guardians can keep track of payments they have made, as well as being able to see how a student is spending their meal money.



Our Term Dates 2019/2020  
Bluecoat Wollaton Academy Term Dates 2019/2020

August 2019							September 2019							October 2019						
M		5	12	19	26		2	9	16	23	30			7	14	21	28			
T		6	13	20	27		3	10	17	24			1	8	15	22	29			
W		7	14	21	28		4	11	18	25			2	9	16	23	30			
T	1	8	15	22	29		5	12	19	26			3	10	17	24	31			
F	2	9	16	23	30		6	13	20	27			4	11	18	25				
S	3	10	17	24	31		7	14	21	28			5	12	19	26				
S	4	11	18	25			1	8	15	22	29			6	13	20	27			
November 2019							December 2019							January 2020						
M		4	11	18	25		2	9	16	23	30				6	13	20	27		
T		5	12	19	26		3	10	17	24	31			1	8	15	22	29		
W		6	13	20	27		4	11	18	25			2	9	16	23	30			
T		7	14	21	28		5	12	19	26			3	10	17	24	31			
F	1	8	15	22	29		6	13	20	27			4	11	18	25				
S	2	9	16	23	30		7	14	21	28			5	12	19	26				
S	3	10	17	24			1	8	15	22	29			6	13	20	27			
February 2020							March 2020							April 2020						
M		3	10	17	24		2	9	16	23	30				6	13	20	27		
T		4	11	18	25		3	10	17	24	31			1	8	15	22	29		
W		5	12	19	26		4	11	18	25			2	9	16	23	30			
T		6	13	20	27		5	12	19	26			3	10	17	24	31			
F		7	14	21	28		6	13	20	27			4	11	18	25				
S	1	8	15	22	29		7	14	21	28			5	12	19	26				
S	2	9	16	23			1	8	15	22	29			6	13	20	27			
May 2020							June 2020							July 2020						
M		4	11	18	25		1	8	15	22	29				6	13	20	27		
T		5	12	19	26		2	9	16	23	30			1	8	15	22	29		
W		6	13	20	27		3	10	17	24			2	9	16	23	30			
T		7	14	21	28		4	11	18	25			3	10	17	24	31			
F	1	8	15	22	29		5	12	19	26			4	11	18	25				
S	2	9	16	23	30		6	13	20	27			5	12	19	26				
S	3	10	17	24	31		7	14	21	28			6	13	20	27				
Academy Holidays							Public Holidays							INSET Day						
GCSE Results Day							INSET/New Year 7 only							Year 7 & Year 11 only						

\* Please note an additional INSET date will be confirmed at the start of the Academic Year

Data, Exams & Progress Reports

Throughout your child's time with us you will receive data that will inform you of the progress that is being made in the various subject areas. It is important that you have an understanding of this data so that you know where you can support at home. We aim to provide data that is meaningful and easy to digest. This is available to view at any time by parents, student and staff on Go 4 Schools.

Throughout the year, assessment and progress data from both teacher assessments and externally standardised tests are collated on Go 4 Schools. At least two times per year, data is 'captured' to show your child's progress at that point in time.

PARENTS' EVENINGS AND REPORTING TO PARENTS

There will be one parents' evening per year group over the course of the year with an additional 'Parental Review' evening for targeted year 11 students and their families.

There are no written reports for key stages 3 and 4.

Travel Arrangements

Bluecoat Wollaton Academy is 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: <http://www.travelineeastmidlands.co.uk>

Travel Assistance

Both Nottingham City and Nottinghamshire County Council arranges transport for children who are eligible - see websites for further information and assistance.

Bus Routes

Below is a list of the main bus routes available to students attending Bluecoat Wollaton Academy. Alternatively, additional information can be found on the following link on the Nottingham City Transport website; <https://www.nctx.co.uk>

TRANSPORT ROUTES

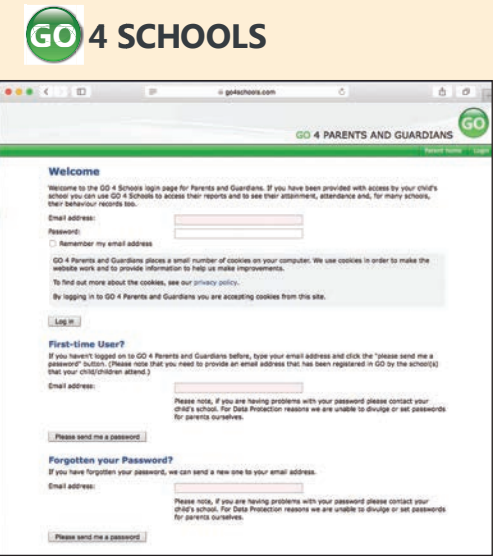
- 28 Ilkeston Road, Jubilee Campus, The Crown, Beechdale Road, Strelley
- 77 Aspley Lane, Radford, Hyson Green, Canning Circus, Town

Finding out about your child's progress

GO 4 SCHOOLS  
The Academy invests in G4S so that parents can check on:

- Attendance
- Behaviour
- Assessment
- Attitudes to Learning

Staff and students also have access to G4S in order to track and analyse data. In order to sign up to G4S, please go to: [www.go4schools.com/parents](http://www.go4schools.com/parents)



- 78 (Strelley) Aspley Coop on Melbourne Road, Strelley
- A2 Aspley Lane (Bluecoat Academy) Valley Road, City Hospital, Bestwood Park
- A1 Bluecoat, Western Boulevard, Basford Crossings, Bulwell
- L53 Jubilee Campus, Western Boulevard, Valley Road, Arnold
- 35 City, Derby Road, QMC, University Park, Wollaton Vale, Bilborough, Strelley, Bulwell
- 30 City, Ilkeston Road, Jubilee Campus, Wollaton Park, Bramcote, Wollaton Vale

- ACADEMY BUSES  
(Bus passes required to travel on these buses)
- Below is a list of the dedicated buses which serve our Academy:
- 218 Bramcote / Stapleford / Chilwell / Attenborough
- 652 Nuthall / Kimberley / Eastwood / Brinsley
- 653 Nuthall / Watnall Moorgreen







Front & Back cover photographs Bluecoat Wollaton Academy:  
Back cover photography Martine Hamilton-Knight

**Archway Learning Trust**  
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