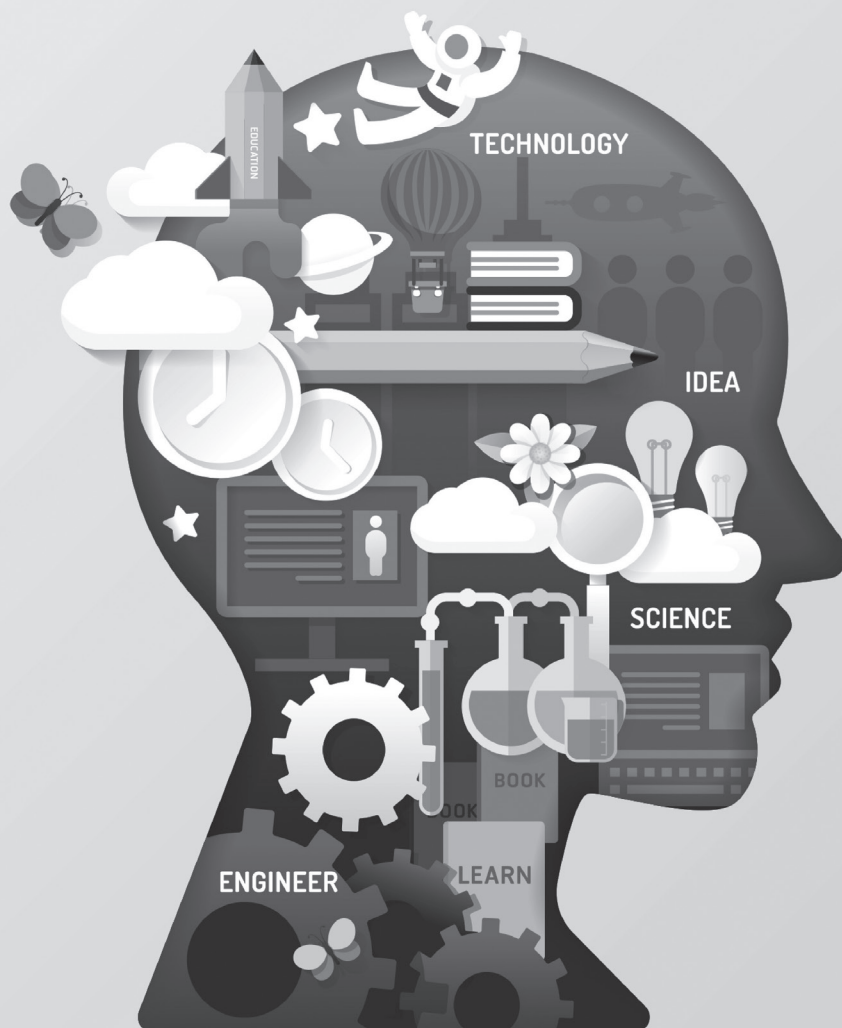




KING EDWARD VI SHELDON HEATH ACADEMY

Educational excellence for our City



Behaviour for Learning Student and Parent Handbook



**KING EDWARD VI
SHELDON HEATH
ACADEMY**

Educational excellence for our City

Our Core Values

Compassion

Compassion means understanding the feelings of others and being kind and caring. It is having the ability to show empathy, concern and, most of all, love. By being compassionate, not only are you helping others but, in a way, you are also helping yourself.

Aspiration

Your aspirations are your dreams for the future and what you want to achieve. Aspiration means aiming for the best in life and trying to reach the goal you want. If you aspire to achieve something, you go for it and push through the difficult moments.

Respect

Respect is a mutual thing, and it always should be. If you want respect, you show respect too. Respect means considering the feelings, wishes or rights of others. Respect yourself and others by treating them the way that you want to be treated.

Equality

Everyone is equal and you should treat each person the same as everybody else. Equality is about ensuring individuals are treated fairly and equally, no matter their race, gender, age, disability, religion or sexual orientation.

Behaviour for Learning

Student and Parent Handbook

At King Edward VI Sheldon Heath Academy we want students to achieve both academically and personally. We want every child to achieve their very best and enjoy Academy life. Students should leave this Academy with a positive experience. We aim to equip students with qualifications, confidence and the necessary skills for them to realise their full potential.

The Behaviour for Learning System aims to enable teachers to teach and learners to learn. We aim to give every student the opportunity to succeed by providing a calm and supportive environment.

The Behaviour for Learning Policy will encourage a positive ethos for effective learning, which will develop confident students with the necessary interpersonal skills to make an effective contribution to our Academy and wider community.

Our Values

As parents, teachers and members of the community, we expect KESH students to know the difference between right and wrong, and to demonstrate this by showing self-discipline. We also expect students to believe and adhere to our core values of Compassion, Aspiration, Respect and Equality.

In defining acceptable standards of behaviour, we want our students to:

- Uphold our core values of compassion, aspiration, respect and equality.
- Learn effectively, in and out of lessons
- Be polite
- Be considerate to others
- Enjoy and achieve
- Show proper regard for the Academy rules
- Contribute towards a safe environment that is free from disruption, aggression, bullying and any form of harassment
- King Edward VI Sheldon Heath Academy wishes to encourage a positive relationship with students, parents and carers to develop a shared approach involving them in the implementation of the Academy's policies.

Our Aim

We aim to create a calm, caring, self-disciplined Academy where students accept responsibility for their behaviour to make learning both enjoyable and effective. The behaviour policy will be monitored and reviewed to ensure all students are supported. The Academy will regularly review student behaviour.

When appropriate the Academy will provide additional support for students. This might include:

- Counselling
- Monitoring behaviour patterns
- Mentoring
- Targeted support
- Accessing external agencies
- Working closely with parents and families.

We also have a home school agreement (see *appendix*) that outlines how the Academy, the students and their families will work together to ensure that every child has the opportunity to fulfil their potential.

Praise and Rewards

At KESH Academy we are committed to celebrating our student’s successes and achievements and we have a number of reward schemes that operate at each year group.

At any point staff can issue house points to students and parents/carers will be able to see what their child has received on the class charts app.

Daily rewards	Milestone	Reward
As students are awarded house points they will reach certain milestones. When this happens they will be rewarded with certificates in the Academy and certificates via the classcharts app.	100 House Points	Bronze certificate
	250 House Points	Silver certificate
	500 House Points	Platinum certificate
	1000 House Points	Principal’s Award

Weekly Rewards

- Each week a student from each form will be awarded student of the week and receive a certificate from their tutor.
- The form of the week, who has the highest number of house points and best attendance, will receive a reward during form time.

Half Termly rewards

- At the end of each half term there are year team rewards assemblies where students are recognised for showing an outstanding attitude to learning and will receive subject certificates as well as certificates for good attendance.
- At the end of each half term students are selected for an award event. This will be awarded to the pupils with the most house points, the least sanctions and the best average attendance over the half term.

Termly Rewards

- At the end of each term, one form from each year group will have a reward event, for example, an offsite trip, pizza party or cinema event. This will be awarded to the group of students with the most house points, the fewest sanctions and the best average attendance over the term.
- At the end of each term there are year team rewards assemblies where students are recognised for showing an outstanding attitude to learning and will receive subject certificate as well as certificates for good attendance.

Annual Rewards

- At the end of each academic year we organise a reward event to celebrate student successes along with reward assemblies for each year group. To qualify the students must have good attendance, a low number of sanctions and a high number of house points. When we share the details of the rewards with the students we will give them clear targets that they have to meet to enable them to attend.

Sanctions

Our behaviour expectations outline what is required of all students when at the Academy and when representing the Academy in the local community and beyond. Our expectations are firmly rooted in our core values of Compassion, Aspiration, Respect and Equality which students should uphold at all times.

Our learning behaviours indicate what we expect to see from all students in every lesson:

Rule reminder

Warning

Sanction (S1 and S2)

If students fail to meet these expectations in a lesson they will receive a rule reminder initially then a verbal warning. If there is still no improvement the student will receive an S1 sanction and an after school detention of 25 minutes the following day. If at this point there is no improvement the students will then receive an S2 detention and be required to take their work with them to complete in a different classroom.

SANCTION	LENGTH
S1 – Issued by all staff	25m
S2 – Issued by all staff	45m

ACADEMY BEHAVIOURS

- **Have correct uniform** at all times
- **Arrive on time** to lesson
- **Keep to the left** in corridors
- **Respect** others personal space
- **Speak quietly** in the corridors and dining areas
- **Arrive on time** to the Academy
- **Respect** the Academy

Our Academy behaviours indicate what we expect to see from all students at all other times when on the Academy site.

In the event that students fail to meet these expectations they are issued immediate S1 sanctions.

If a student is late to the Academy they will be issued with an S2 sanction which will be completed on the same day.

We also operate an inclusion room that we may use when students accrue to many detentions or for serious incidents.

All sanctions are recorded on classcharts so parents can see at any point if and when their child has a detention.

Academy Rules

Always:

Arrive onsite by 8:30am. Sameday detentions are issued for lateness.

Always around the Academy:

Follow Health and Safety rules.

- Move around the Academy quietly, in a purposeful and orderly way.
- Always walk.
- Talk quietly.
- Keep to the left in corridors and on staircases.

Only eat and drink in the dining rooms.

Do not enter areas that are out of bounds.

- Sixth Form areas are out of bounds to Years 7-11.
- Students are only allowed in the specified areas during break, lunchtimes and change of lessons.

Drinks in the Academy:

- Students are welcome to bring water to the Academy in a reusable (not disposable) plastic bottle. Other drinks, including energy/sugar based drinks, are not permitted. Any drinks other than water brought into the Academy will be confiscated and disposed of and students will be given consequences.

Food:

- Students can purchase food from our restaurant at break and lunch, or bring their own food with them to the Academy, which must be consumed in the restaurant areas. Students are not allowed to bring sweets or chewing gum to the Academy.

Use of Lockers:

- The Academy building will open at 08.20am when students will have access to lockers.
- Students must treat their lockers and other students' lockers with care.
- Damage to lockers will be considered an act of vandalism and will result in serious consequences.

No mobile phones or electronic equipment to be used.

- Students must keep their mobile phones in Yondr pouches and headphones/earphones out of sight.
- The Academy will not take any responsibility for their loss.

Bicycle Sheds:

- Students may only use the bicycle shed if they have been allocated a place.
- Damage to the shed/bicycles will be considered an act of vandalism and will result in serious consequences.
- The Academy will not take responsibility for any damage to bicycles.
- Students must wear a helmet if riding a bicycle.

Use of water stations:

Water stations are available for students to use during breaktime and lunchtime. Students should not:

- Damage them in any way.
- Use them in an inappropriate manner.

Community

Students at KESH represent the Academy when in the local community. Students should behave appropriately on their way to and from school and we will investigate and sanction any behaviours that we feel bring the Academy into disrepute.

Always in Lessons:

Enter and depart from the classroom in an orderly way.

- Arrive to lessons promptly.
- Sit in the seat allocated to you by the teacher.
- Only enter and leave the classroom once the teacher has given permission.
- Walk in and out of the classroom in a sensible manner.

Listen carefully to the teacher/ do as the teacher asks.

- Be quiet when the teacher is talking to the class.
- Mobile phones must be switched off and in Yondr pouches.

Show respect to others and their property.

- Do not answer the teacher back.
- Only touch other people's property with their permission.
- Sexist, racist or homophobic comments and language is unacceptable.
- No swearing or foul language.
- Never graffiti.

Always have the appropriate equipment that you will need for each lesson.

- Please bring a bag with a pen, pencil, ruler, pencil case and dictionary for each lesson.

Stay on task.

- Stay focused and make the best use of your time.

Always complete and hand in your homework on time.

- Your homework will be logged on the class charts app. Check this daily.

Never:

- Verbally or physically abuse staff/students.
- Push past staff or students.
- Swear.
- Be rude to staff.
- Commit vandalism.
- Bully.

Fighting.

- No physical contact with other students.
- Do not 'play fight'.

Smoking.

- Smoking/vaping is not allowed anywhere on the Academy site.

Possession or use of alcohol or drugs.

- Do not bring alcohol or drugs onto the Academy site.

Possession or bringing a weapon on to the school site.

- Do not bring to the Academy any object which could harm yourself or others.
- This includes knives of any sort, bars or tools etc.

The Principal reserves the right to suspend or permanently exclude for any of the above.

Academy Expectations

Appendix 1: UNIFORM LIST

Students in Years 7 - 11 are expected to wear Academy uniform at all times and a high standard of dress is required. Any items highlighted in bold are KESH branded items. All other pieces of uniform can be purchased from any supplier. Any family who requires financial assistance acquiring Academy uniform should contact the Pastoral Manager for the respective year group at the Academy.

Uniform List (compulsory items unless specified)

- Black trousers of regular shape and formal design and fabric (not tapered/skinny leg or flared) – no jeans/heavy cotton style, or a **KESH branded knee length plain black skirt**.
- Plain white shirt with top button
- **Academy clip-on tie**
- Academy blazer (or a plain black blazer with the **Academy badge** attached). The Academy badge is provided free of charge to all students.
- **Academy black V-necked jumper (optional item)**. Students are not required to wear a jumper under their blazer but if they choose to do so it should be a KESH branded jumper.
- Plain black shoes with no logos – trainers and boots (including ankle length boots) are not permitted.
- Plain white or plain black ankle socks or plain black/flesh-coloured tights (no branding)
- A suitable school bag that is large enough to fit student equipment and books (pouch bags/handbags are not permitted). A branded KESH backpack is available, but this is not compulsory.

PE List

- **House PE polo shirt**
- Plain black shorts/Plain black tracksuit bottoms/Plain black leggings (these items must have minimal logos and must be plain black without different colours/stripes).
- Plain white/black sports socks
- **Academy training top (this is optional but if a jumper/training top is worn it must be the KESH version)**
- Trainers and football boots. Please check the information on which boots/trainers to purchase on the website – only certain boots/trainers can be used on the Astro Turf pitch
- Shin pads and a mouth guard

Other Uniform Expectations

Hairstyles

- Hairstyles should be appropriate. For example – excessive razor cuts, mohicans, tram lines and spiked hair will not be acceptable.
- Hair colour should be within the natural range – for example, purple, red, pink, green, blue and the like are not permitted. If in doubt, consult the Academy prior to proceeding with a haircut or colouring..
- Hair accessories should be black and small.

Jewellery

- Students are permitted to wear a watch, and singles studs in each ear. Smart watches are not permitted. Rings and bracelets are not permitted.
- Jewellery on other parts of the body is not permitted including body or facial piercings such as tongue or nose piercings (this includes clear nose/facial studs). This includes skin and body decorations. If in doubt, contact the Academy before proceeding.
- We recognise that some religions have articles of faith which have exceptional importance, and we welcome an open dialogue in such cases.

Coats

- Students can bring a coat to the Academy however this must be removed when inside the building.
- Hoods should not be worn around the Academy.

Shoes

- The only shoes allowed must be black plain leather/leather effect. If they have laces, they must be black. The shoes should have no logos or significant trim which is not black.
- Open-toed shoes or shoes without a back represent a health and safety hazard and cannot be worn to the Academy.
- Trainers or boots must not be worn in the Academy (this includes ankle length boots).
- Medical notes will be required for those students that have diagnosed conditions that prevent them from wearing school shoes. In these case students will be expected to wear plain black trainers..

Make Up

- Students can wear a small amount of make-up provided that this is deemed to be subtle.
- Nail varnish, false or acrylic nails are not permitted in the Academy (clear nail varnish is permitted).
- Extensions/false/acrylic nails can represent a health and safety risk and as a result are not permitted.

Other

- Sweatshirts and hoodies should not be worn.
- Baseball caps or other headwear should not be worn except for headscarves.
- Black head scarves may be worn by girls – please contact the Academy if you wish to enquire about other items of religious attire.
- We recognise that some young people with SEND require flexibility in the uniform as a reasonable adjustment to access the school environment. There may also be other reasons why parents/carers wish their child to wear something different, and we welcome an open dialogue in such cases.
- If you have any questions about the uniform policy, please contact the Academy.

If students attend the Academy in incorrect uniform, we will loan them suitable alternatives or may send them home to get changed in consultation with families.

Where to purchase it Any non-branded items can be purchased from any supplier provided it meets the uniform expectations outlined in section 4.1. Any branded items can be purchased from Mansuri's school wear or Clive Marks schoolwear.

Academy Expectations

Equipment

In order for you to learn most effectively it is important that you are prepared with the right equipment for each day. You may have to bring subject specific equipment to the Academy on certain days (for example your PE kit) so it is a good idea to check your lessons the night before and get your bag packed.

Every single day you will need to bring the following:

- a suitable black school bag.
- Pens, pencils, a rubber, a ruler and a maths set.

- You should bring a reusable bottle to the Academy which can be filled at the water stations in the restaurant during break and lunchtime.
All other drinks are not permitted.

Valuables

KESH Academy is unable to take responsibility for any valuables that you choose to bring with you to school.

As such we strongly advise that you do not bring valuable items into the Academy.

Mobile Phones

If you choose to bring a mobile phone to the Academy, it must be switched off and placed in a Yondr mobile phone pouch on arrival. You will be issued with your first pouch free of charge and you are responsible for looking after it. At the start of the day your phone will need to be placed in your pouch and staff will be on hand on entrances to support this process. We will then check the pouches are being used correctly during form time.

The pouches will automatically lock meaning you have no access to your phone throughout the day. The Academy may also conduct spot checks throughout the course of the day to ensure that you are using your pouch correctly. When leaving the building at the end of the day you can unlock your pouch by tapping the magnetic base pods located at the exit points to the Academy.

If you need to contact a family member, you can speak to your pastoral manager or Head of Year to facilitate this.

The Academy will provide you with your first Yonder pouch free of charge however if you lose or damage your pouch your parents/carers will be required to purchase an additional pouch at a cost of £15.

DAILY PROCESS

As you **Arrive to School**, you will:

- 1) Turn your mobile phone **off**.
- 2) Open your Yondr Pouch by tapping against the Unlocking Bases stationed at the main entrances/exits.
- 3) Place your mobile phone inside the Pouch and secure it in front of school staff.
- 4) Store it in your bag for the day.
- 5) Unlock the pouch at the stations near the entrances/exits to the Academy after 3:05pm.

At the end of the day, you will open their Pouch, remove your phone, close their Pouch and put it in your bag. **You must bring your Pouch to school with you every day.**

**If you arrive late or leave early you will pouch/unpouch your phones in main school reception.*



Please refer to our Behaviour for Learning Policy and Uniform policy for further information. These are available at www.keshacademy.com

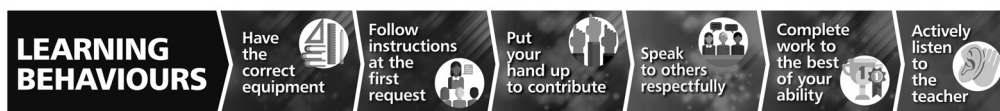
Appendix

KESH ACADEMY Home School Agreement

This agreement sets out what the Academy, the Student and Parent/Carers will do to ensure that your child has the opportunity to achieve the highest possible educational standards from the opportunities available at KESH Academy.

Our behaviour expectations outline what is required of all students when at the Academy and when representing the Academy in the local community and beyond. Our expectations are firmly rooted in our core values of Compassion, Aspiration, Respect and Equality which students should uphold at all times.

Our learning behaviours indicate what we expect to see from all students in every lesson:



Our Academy behaviours indicate what we expect to see from all students at all other times when on the Academy site.

When students achieve these expectations they will receive house points enabling them to participate in rewards activities and trips. In the event that they do not, we will issue next day detentions and notify parents/carers using the class charts app. All of this information is available in our BFL book which we share with parents/carers annually and is also available on our website. Our policies including our uniform policy, behaviour for learning policy and attendance and punctuality policy will also provide you with more information.

ACADEMY BEHAVIOURS

- **Have correct uniform** at all times
- **Arrive on time** to lesson
- **Keep to the left** in corridors
- **Respect** others personal space
- **Speak quietly** in the corridors and dining areas
- **Arrive on time** to the Academy
- **Respect** the Academy

Appendix

The Staff and Governors of KESH Academy will:

- Provide a broad, balanced and flexible curriculum which will challenge your child to achieve their potential;
- Ensure that teaching addresses your child's needs, progress will be regularly checked and where additional needs are identified these will be quickly addressed;
- Insist on high standards of behaviour and respect for other people and the environment;
- Ensure that through our pastoral system the welfare of your child is paramount and that appropriate communication is made where we have concerns;
- Provide a safe and secure environment at school;
- Provide many opportunities, including sport and cultural activities, for your child to succeed;
- Reward your child for success in the many different areas of Academy life;
- Provide you with a report of progress each term including a full written report annually;
- Arrange for at least one meeting a year for discussion between parents/carers and teachers regarding the progress being made by your child.

Parents/Carers:

As the parent/carer of my child I acknowledge and understand that:

- The main responsibility for my child's education rests with me by law;
- If my child fails to maintain an excellent attendance record the school will take appropriate action;
- I will attend meetings in school, if required, to discuss the progress and welfare of my child.

Furthermore, I undertake to do the following to the best of my ability:

- Give my full support to the school, including supporting all sanctions that the school issues to my child;
- Ensure that my child goes to school regularly, on time and properly equipped;
- Ensure the school's policies and guidelines for behaviour and uniform and appearance are met;
- Attend all parents' evenings and information evenings at the school;
- Read reports sent by the school and take appropriate action;
- Make the school aware of any concerns or problems that might affect my child's work or behaviour;
- Read the Behaviour for Learning Handbook so I am familiar with the Academy expectations;
- Use class charts to routinely check my child's behaviour points, house points and homework.
- Liaise with staff at the school in an appropriate manner.

The Student:

I agree to:

- Behave well in class and not disrupt the learning of other students;
- Uphold the Academy values of Compassion, Aspiration, Respect and Equality at all times;
- Actively engage in all aspects of school life to maximise my learning;
- Behave in an appropriate manner at all times during the school day, including the journeys to and from school;
- Arrive at school and all lessons on time and aim for 100% attendance;
- Wear full school uniform correctly;
- Bring all the equipment I need each day;
- Complete all my class work and homework on time and to the best of my ability;
- Be polite and helpful to others both in face to face situations and via electronic communication;
- Respect the school environment.

Signed:

School:..... Date:.....

Parent: Date:.....

Student:..... Date:.....



**KING EDWARD VI
SHELDON HEATH
ACADEMY**

WHO CAN YOU TALK TO?

**Got a
problem?**

**There's
always
somebody
to help...**

**Pastoral
Manager**

Form Tutor

**Head of
Year**

Class Teacher

**House
Co-ordinator**

**Senior Leadership
Team**

Student Council

**Dinner
Supervisor**

Prefect

Student Services

**Anti-bullying
Ambassador**



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ACADEMY**

Educational excellence for our City

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