

INDUCTION BOOKLET



Integrity | Ambition | Determination

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Welcome - Mr Wilson

Dear Parents and Carers,

I am delighted that you have chosen to entrust your child's education to us.

I lead a team of dedicated, highly motivated and skilled staff who are excited by the vision and potential of this school to empower children as learners.

The heart of our vision for your child's education is a commitment to enabling each and every child to achieve the highest possible academic outcomes. Therefore we are a community dedicated to working hard and ensuring that the teaching and learning are of the highest quality.



We have high standards and we expect all students to make progress and achieve their potential. However we recognise that there is more than academic attainment to the development of a healthy and mature young adult. We care for the nurture and growth of the whole child and believe that every child deserves to be happy, healthy, supported, challenged and engaged. School life at Lambeth Academy is structured to facilitate the learning of new skills, the embedding of character qualities and the development of social and relational skills through our PSHE, enrichment and extra- curricular programmes.

I believe that successful secondary education requires a genuine partnership between the parents/carers at home and the teaching staff at school. Please do read the home- school agreement contained in this handbook and please do support us as we work to ensure that your child has the best education possible and achieves their full potential.

I have an open-door policy and you are welcome to come in and meet with me to discuss any questions or concerns. You are also more than welcome to visit and have a tour of the school to see us at work! This can be arranged through my PA.

Leon Wilson
Executive Principal

Welcome - Ms Welch

Dear Parent

A very warm welcome to The Elms Academy. We are delighted that your child will be joining us in September. This booklet is a guide for parents so that you can support your child while they are at The Elms Academy.

We want our students to be exceptional and have the ambition, drive and opportunity to climb the mountain to the best universities and professions. We very much look forward to working with you towards this goal because we know that a child can only achieve their best when the school, parents and the child work together.



We have three values at The Elms Academy which we believe will set students up to be successful at school and beyond. They are: commitment to progress, excellence in thinking and honourable leadership. We believe that students should work hard every day to constantly improve and to be better today than they were yesterday. We challenge the students to persist and be determined and resilient when they are faced with challenges. We have the highest expectations for our students' academic potential. We believe that through their education, students should engage with the best that has been thought and said. We want to give students the skills they need to be able to critique, challenge the status quo, think and learn. Lastly, we believe that through honourable leadership, students can develop character, compassion and a sense of service. Our students are expected to contribute to our school community and to society. We expect them to set an example to others in the way that they behave.

At The Elms Academy we have high aspirations for our students and we hold them to very high standards because we know that they are capable of reaching them. We have strict behaviour routines because we believe that every child has the right to disruption free learning every minute of every lesson. We are also warm, kind and supportive at all times because we believe that this is the climate needed for our students to thrive. One of the best things about The Elms Academy is the care that our staff provide for students and the strong positive relationships that exist between staff and students. Our students are grateful that the staff always go the extra mile to ensure that our students can achieve their best.

We work very closely with parents and this is part of the reason for our success. My door is always open to you and I welcome your feedback because however good we are, we can be better. We look forward to meeting you and your children and working with you in September.

Very best wishes

Amy Welch
Principal

United Learning

The Elms Academy is a proud member of the United Learning trust of Schools and as such we promote the collective values of the trust. We believe that every employee and student should hold these values centrally to how they act every day.

The best in everyone

**Powerful
Knowledge**

**Education with
Character**

Leadership in every role

Continuous Improvement



At The Elms Academy:

Students will be exceptional and have the ambition, drive and opportunity to climb the mountain to the best universities and professions.



Integrity | Ambition | Determination

The Academic Day

First two weeks of term:

Extended Induction Programme to build routines for success, for homework and independent learning.

(3:15 - 4:00pm)

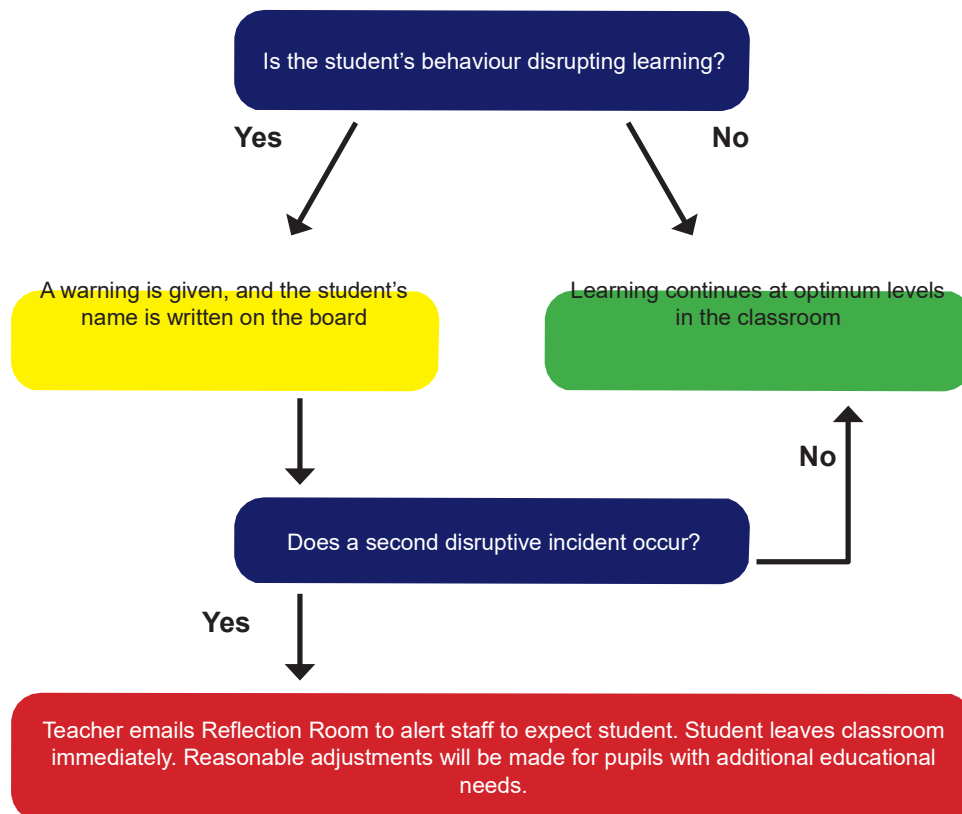
8:20	Arrive at school
8:25	Line Up
8:30 - 9:00	AM registration
9:00 - 9:50	Lesson 1
9:50 - 10:40	Lesson 2
10:40 - 11:00	Break
11:00 - 11:50	Lesson 3
11:50 - 12:40	Lesson 4
12:40 - 1:20	Lunch
1:20 - 2:10	Lesson 5
2:10 - 3:00	Lesson 6
3:00 - 3:15	PM registration



Disruption Free Learning

At The Elms Academy we recognise the importance of providing a classroom environment conducive to learning. An environment where every student's opportunity to learn is maximised and where the atmosphere around the academy promotes a sense of focus and wellbeing. To enhance this, The Elms Academy operates a 'No Excuses' Behaviour System; a tried and tested model of managing behaviour to reinforce the key message that lessons are for learning.

You
deserve
disruption-free
learning
every minute of
every lesson



- Students remain in the Reflection Room for a 24 hour period. While in the Reflection Room, they complete their knowledge organisers and work based on their core curriculum in their Reflection Room book.
- Students will reconcile with the teacher whose lesson they disrupted the day they were sent.
- You will receive a call from the teacher that evening to explain why your child was sent to the Reflection Room.

How do you learn at The Elms Academy?

Lessons at The Elms Academy follow a very strict cycle of teacher delivery, followed by guided practice and finally independent practice. This structure allows students to understand difficult concepts and new, powerful knowledge more easily, and the consistency of approach means that students are able to focus on the new learning rather than any differing behavioural or learning routines from class to class.

HOW SHOULD WE LEARN?

Memory Platform	<ul style="list-style-type: none">•Enter the classroom in silence•Put your equipment and planner on the desk•Complete the Memory Platform in silence
Connect	<ul style="list-style-type: none">•Sitting up•Hands free•Tracking the teacher
I	<ul style="list-style-type: none">•Sitting up•Hands free•Tracking the teacher
We	<ul style="list-style-type: none">•Co-operating with instructions•Answering the teacher's questions in full sentences•Working well together•Using formal language
You	<ul style="list-style-type: none">•Focusing on your own work•In silence•Being resilient if you find things tough
End of lesson	<ul style="list-style-type: none">•Pack away in silence•Stand behind your desks in silence•Leave the classroom when the teacher instructs you to do so in silence

Attendance

Attendance is a key factor in academic success and therefore all students should aim for 100% attendance in school. Missing days at the academy is costly, as six lessons a day equates to over five hours of your child's learning being missed and it is very difficult for them to regain this. The lower your child's attendance, the greater the chance they will fail to achieve their potential. For these reasons The Elms Academy places a great emphasis on full attendance.

Our term dates can be found within the "Parents" section on The Elms Academy website.

Success begins with showing up ...

Attendance during year	Equates to days absent	Which is approximately	Number of lessons missed
94%	10 days	2 weeks	60 lessons
90%	19 days	4 weeks	120 lessons
85%	29 days	6 weeks	180 lessons
80%	38 days	10 weeks	300 lessons
75%	40 days	11.5 weeks	345 lessons

Attendance %	Average grade at GCSE
99 - 100	7+
97 - 99	6
95 - 97	5
91 - 95	4
90 - 93	3
Under 90	3 -

Punctuality

All students should be in school by 8:20 am. Lateness to school is unacceptable as it disrupts the learning of the late child and their classmates. If your child is late then they will serve a same-day detention for 1 hour.

Uniform

Wearing smart uniform

- Helps to create the right conditions for learning
- Enables students to take pride in belonging to a community
- Encourages them to take pride in their appearance
- Promotes equality



Outer jackets and coats	Plain outdoor coat, preferably black or navy blue. No hoodies, tracksuit tops, leather or denim.
Academy Blazer	Grey with purple piping around the collar with The Elms Academy logo.
Tie	The Elms Academy tie.
Jumper	Grey with purple piping around the neck (optional).
Blouse	Plain white traditional open-neck blouse, tucked into trousers or skirt.
Shirt	Plain white traditional school shirt, tucked into trousers. Top button should always be done up.
Skirt	The Elms Academy knee length kilt.
Trousers	Grey, formal tailored style, full length. Belt should be black, plain and functional, with no oversized buckles.
Socks and tights	Plain black. Socks below the knee. Not to be worn together.
Shoes	Polished black, traditional style, black stitching, black sole and heel.
Rucksack	The Elms Academy branded rucksack.
Headscarf	Plain black or navy blue.
Belts	Belts should be black, plain and functional, with no oversized buckles or trimmings.

Also:

- Black leather shoes must be worn by boys and girls. NO trainers of any colours or boots are permitted. Shoes should be formal black leather and not patent or canvas. Any deviation from this policy will only be allowed with a medical note from a doctor.
- Girls who are required to wear headscarf for religious reasons should wear navy blue or black scarves only.
- Only plain navy blue or black ribbons, slides or clips are allowed for tying back hair.
- No hair dye is allowed.
- The wearing of make-up, false nails, lashes and nail varnish is NOT allowed.
- Only one small pair of gold or silver studs allowed in earlobes, no bigger than 8mm. No other piercings are allowed. Any other jewellery will be confiscated.
- The Academy does not allow mobile telephones and/or gaming devices to be brought into the Academy. If the mobile phone is seen or heard, it will be confiscated.

The Elms Academy PE Kit

(The Elms Academy branded PE kit is only available from School Uniform Direct)

- **The Elms Academy polo shirt**
- **The Elms Academy shorts or tracksuit bottoms**
- **Trainers**
- **The Elms Academy sweatshirt (optional)**

The Elms Academy uniform can be purchased from:

School Uniform Direct
Unit 5 Mitcham Industrial Estate
Streatham Road
Mitcham
London
CR4 2AP

*Entrance at Screwfix on Streatham Road)

Tel.: 020 8544 5440

Uniforms can also be purchased online at www.sud.co.uk where a delivery service is available.

A full uniform policy can be found on the Academy website

Uniform Expectations

Students are expected to wear full Academy uniform on the way to and from the Academy.

Students who arrive at school without the correct uniform will either be asked to return home (with parental consent) to correct their uniform or they will undertake work in the reflection room until the uniform issue is rectified.

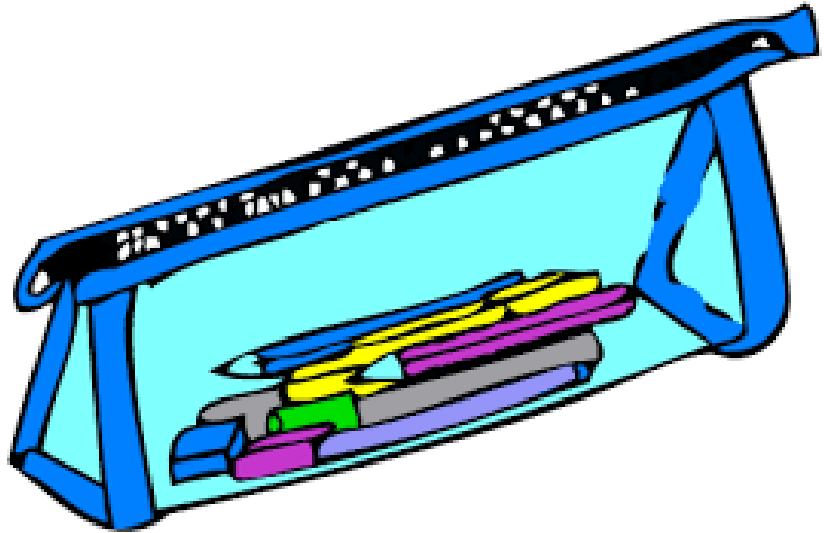
If you are in any doubt about details of the uniform policy, please contact the Academy in order to save time and any unnecessary expense. Please do not rely on assurances from students or shops because these are often incorrect.



School Equipment

All The Elms Academy students must come to school ready to learn and prepared for the day ahead. It is the child's responsibility to have all the items listed below every day. Please support your child to develop this sense of responsibility. These routines will develop positive habits for education and future employment.

- Black and red pens
- Pencils
- Eraser
- Ruler
- Pencil sharpener
- Highlighter
- Scientific Calculator
- Mathematics set
- Clear pencil case
- Glue stick
- Mini-whiteboard pen
- The Elms Academy water bottle



Rewards

At The Elms Academy we want every student to be exceptional and reinforcement of positive behaviour is central to this motto. The Elms Academy rewards students for achievement, effort, good conduct and service to the community.

Praising children, recognising and rewarding students' positive behaviour is the most effective way of ensuring all children feel valued and enjoy their learning. All teachers and support staff will use encouragement regularly. We believe in celebrating and rewarding success. If young people are rewarded consistently for meeting our expectations and achieving their best, others will be encouraged to act similarly.

Develop character involves praise and discipline.

- Merits
- Post cards home
- Golden post card trips
- Gold, Silver & Bronze awards
- Weekly attendance raffle
- Trips and visits e.g. Thorpe Park
- Rewards Assemblies



First Impression Cards

In order to maintain high standards across the Academy, all students have a 'First Impressions' card. This will be used to record incidents where students fail to comply with our uniform policy, standards of personal presentation and conduct. Positive 'First Impressions' will also be used to reward students displaying positive behaviour in the corridors and community.

How will the First Impressions Card work?

- Students are expected to have their planners with them at all times.
- If a student is seen to not be meeting the Academy's uniform and presentation standards, this will be recorded on their card, signed and dated by a member of staff.
- Students who receive three positive signatures will receive a postcard from their form .
- If a student receives three negative signatures they will sit an SLT detention that Friday after school.
- Students MUST handover their planners to any member of staff when requested. Failure to do so will result in a referral to the Reflection Room and a meeting with parents.
- Students who remove or graffiti pages in their planner will be referred to the Reflection Room for 24 hours and will be required to buy a new planner.

Banned Items

All our students must be safe and have high standards of conduct and appearance at all times. For these reasons, the following items are not permitted and should not be worn or brought to the Academy. Such items will be confiscated and may lead to further sanctions.

- Jewellery, apart from a pair of plain gold or silver stud earrings. Covering up banned piercings with a plaster is not allowed.
- Headphones.
- Hoodies, caps or bandanas .
- Make-up (including false eyelashes), nail varnish or nail extensions .
- Lighters, matches, fireworks or aerosols .
- Stink bombs or water bombs.
- Chewing gum.
- Weapons, chemical and dangerous substances, including alcohol.
- Cigarettes, shisha pens or electronic cigarettes.
- Laser pens.
- Energy drinks, alcohol, drugs, sweets and chocolate.



Weapons or any object that could be used with the intention of harming another person are strictly prohibited at The Elms Academy.

Mobile phones and electronic equipment should not be used in school. If seen or heard at any time during school hours such items will be confiscated and returned to parents. The school will take absolutely no responsibility for the loss or theft of mobile phones or other banned items. Such items should be insured.

House System

Lambeth Academy operates a 'House System'. In their houses, students participate in a range of activities including competitions, sporting events and charity fundraising events. This is designed to encourage students to extend their learning in a range of curriculum areas including art, sport, drama, science, and technology. It is hoped that through the House system students will also develop their sense of community cohesion and responsibility within their Houses. It provides the framework by which all students are challenged and supported to achieve their best and to help others.

The house system runs vertically (houses consist in pupils from all years in the academy) and is based on our vision for building strong community and character.

Our Houses are named after people who have lived our school values of **'Integrity, Ambition and Determination'**, and who have displayed the integrity, resilience and community spirit we develop in our students.

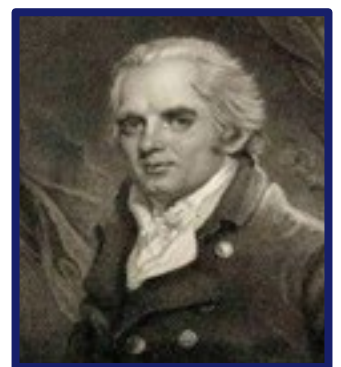
House Jones:

- Named after Claudia Jones who was born in Port-a-Spain in Trinidad in 1915 but migrated to the USA. She was eventually deported to London because of her commitment to civil rights
- A local journalist, she created the Brixton based activism newspaper; 'The West Indian Gazette'
- Committed to the campaign for equal rights she argued that true freedom lay in the demolition of class, race, and gender oppression
- Jones was committed to local action and in 1958 she founded the concept of the Notting Hill Carnival to celebrate Caribbean culture
- She was a strong leader who defended and represented the oppressed of her time. She also had an ability to bring people from all walks of life together
- Jones was very resilient, she overcame a series of knock-backs including contracting tuberculosis at a young age, growing up in a very poor part of Harlem and being deported from the USA
- Celebrated the power of education through her commitment to journalism



House Thornton:

- Named after Henry Thornton who was born in Clapham South in 1750
- He was one of the founders of the 'Clapham Sect' of evangelical reformers and was a foremost campaigner for the abolition of the slave trade
- In 1782 Thornton was elected to Parliament for Southwark, a seat he held until the end of his life
- Thornton, who was noted for his personal integrity and for his abolitionist views, also donated most of his income to charitable causes
- He was committed to the betterment of others at time when most others in a similarly privileged were focused on personal gain
- A leading thinker in Economics, he is also credited as one of the founding fathers of the monetary concept of a Central Bank
- The current site for The Elms Academy and Lambeth College used to be called Henry Thornton Grammar School.
- He was highly respected for his independence, morals and integrity



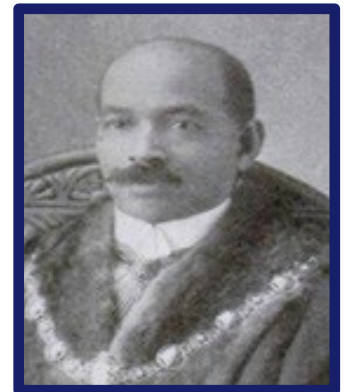
House Szabo:

- Named after Violette Szabo who was born in Paris in 1921 to a British soldier and French mother after WW1 but grew up Stockwell from the age of 11
- She volunteered during WWII and was posted in various areas around the country, continuing to volunteer through her pregnancy and after the birth of her daughter
- During the war she was recruited as a field agent for the British Special Operations Executive (SOE)
- On her third reconnaissance mission, she was captured in France, where she allegedly killed a Nazi soldier and officer before running out of ammunition
- She was interrogated, tortured and was then moved to a German concentration camp where she was executed
- For her bravery she was the first British woman to be awarded the George Cross posthumously in December 1946
- There is a permanent exhibition about her in Jersey and a mural painted to celebrate her in Stockwell
- Szabo was known for her bravery using her fluency in French and English to help others, and her resilience in facing the enemy threat



House Archer:

- Named after John Archer who was born in Liverpool in 1863, but moved to Battersea as a young child with his parents
- In 1913 he was elected Mayor of Battersea, becoming the first black mayor in London
- Committed to improving Civil Rights, he was a notable Pan-Africanist and the founding president of the African Progress Union
- During his election campaign he overcame racism and xenophobia by changing the hearts and minds of the local people at the time
- He is recognised as 'Great Briton' on a stamp in 2013
- At his funeral an MP described him as; "one of the largest hearted men I have ever had the pleasure of knowing. His public spirit had no bounds, he was one who deserved well of the community, for he had served it well"
- He celebrated the value of education and became the governor of Battersea Polytechnical school as well as prominent roles in other local groups



Homework and Knowledge Organisers

We believe that well organised homework can play a vital role in raising standards of achievement. Homework is an extension of the academy curriculum and a way in which students can both further and consolidate learning. Students will record their homework in their Student Planner. Homework should be completed on time and to the best of the student's ability. There are opportunities for students to do homework in the Academy if they wish to do so. The Academy library is open before school, at break, lunchtime, and at the end of the day until approximately 4:30 pm.

Ensuring that homework is completed is one of the main areas in which parents/carers can help their child achieve. We ask you to support your child in this by checking 'Show My Homework' as well as their Student Planner and signing it on a weekly basis. Parents/carers can also help by ensuring that the correct books and equipment are in their child's school bag each day and that homework is handed in on time. Helping students to establish good routines regarding homework is a key to success at the Academy.

To help your child further with their homework we request that you:

- **Ask what homework has been set each night.**
- **Help establish a routine whereby homework is done at the same time each day in the early evening.**
- **Provide a quiet area or time for working.**
- **Check their planner and Show My Homework for homework set.**
- **Communicate with Subject Teachers or Form Tutor if your child struggles with any homework set.**

Failure to complete homework will result in a one-hour Homework Detention. Please note that students will also be given a detention for poor quality homework. Parents will be required to attend the academy for a meeting if their child is constantly attending homework detention as this is likely to impact on their overall attainment and progress.

Years 7-10

All students in Years 7 to 10 will be given a Knowledge Organiser Booklet, containing the key knowledge for each of their subjects. This is not an exhaustive list of all the knowledge in each of their subjects however, it is foundational knowledge to be learned and not forgotten.

We are focusing homework on the Knowledge Organisers for several reasons.

- 1. Educational Research** – Schools that have made similar changes have increased their students' ability to retain, recall and remember knowledge, which will increase their achievement and progress.
- 2. Easy to support at home** – we want to provide students and Parents/Carers with an easy to follow timetable, allowing Parents to help their children to learn at home. You may be able to support by asking them questions on the knowledge they have learnt that week.
- 3. Develop revision habits and skills** – many children find it difficult to revise and successfully retain information. This causes anxiety, as they are unaware of how to approach this vital part of the learning process. We have trained students in a process which will help them. That process is as follows –

READ (the knowledge), SAY ALOUD, COVER and CHECK. Once confident they will then try to write out from memory.

What should you see your children doing at home?

- Each night you will see them using the Knowledge Organiser folders. They will be spending time trying to recall that knowledge (approximately 8 pieces each night) and writing it out from memory in their Knowledge Organiser Homework Books.
 - You will see them covering the knowledge and trying to recall it.
 - You will see them using their red pens to correct and learn from mistakes as they practice.
- blank, with red pen corrections and ticks.





The Elms Academy
The best in everyone™
Part of United Learning