

# WEAVERS ACADEMY Parents Guide

## Welcome to Weavers Academy

We are delighted to welcome you to Weavers Academy, who is proud to be part of the growing Creative Education Trust (CET).

Our educational philosophy is simple and uncompromising. At Weavers we believe that for everybody to achieve their potential we must ensure that every second counts in the classrooms. Weavers has high expectations and prioritises learning and personal development of our students. Our focus on 'Distraction free teaching and disruption free learning' is underpinned by our ethos 'Learning with PRIDE'. We recognise and value the following attributes as key to employability and success in our students' futures - 'Perseverance, Respect, Independence, Determination, and Engagement' ;we encourage our students to endeavour to embody these characteristics in all they do.

Weavers offers a very broad range of opportunities within its comprehensive and innovative curriculum whilst providing the level of pastoral care required to ensure all students feel safe, valued and happy. Our innovative approach to the structure of the school day ensure that all of our students are able to access the academic curriculum alongside an exceptional co-curricular and extra-curricular offer that supports our Ambition Curriculum.

Student Voice, including our School Parliament is at the heart of everything we do, not only are the views of our students very important to us but where possible they are partners in school development. Our students tell us that they feel safe and secure and are proud of their school and its achievements; the ongoing dialogue we share helps us to constantly improve together.

We hope that you find the following information helpful, giving you a glimpse into our school's ethos and how this drives learning, progress and personal development.

Please do not hesitate to contact us with any queries or suggestions, or better still, come and visit!

**"Striving for success, focusing on learning"**



## Contact details

### **Weavers Academy**

Brickhill Road  
Wellingborough  
NN8 3JH

Telephone: 01933 222830

- Absence / Late: Option 1
- Student Office: Option 3
- Main Reception: Option 4

Website: [www.weaversacademy.org.uk](http://www.weaversacademy.org.uk)

General email: [enquiries@weaversacademy.org.uk](mailto:enquiries@weaversacademy.org.uk)

Facebook / Twitter: Weavers Academy

Acting Principal	Mr Jon Hunt
Vice Principal	Mr Magnus Wallace
Vice Principal - Inclusive Learning and Quality of Teaching	Mrs Tanya Goody
Assistant Principal - Maths	Mr David Young
Assistant Principal - Behaviour and Attitudes to Learning	Mrs Deborah Noakes
Assistant Principal - Ambition Curriculum and Online Safety	Mrs Emma Huett
Assistant Principal - Quality of Teaching and Learning	Mrs Lindsay Underwood
Assistant Principal - Achievement and Raising Standards	Mr Matthew Higgins
Assistant Principal - Curriculum: Assessment, Recording, Reporting	Mr Matthew Jones
Assistant Principal - Teaching and Learning	Miss Sally Birkby
Assistant Principal	Miss Michelle Reading
Head of 6th form	Mrs Kirstin McRae-Smith
Assistant Principal - Designated Safeguarding Lead	Mrs Claire Sexsmith <a href="mailto:claire.sexsmith@weaversacademy.org.uk">claire.sexsmith@weaversacademy.org.uk</a>
SENCO	Miss Eve Haynes <a href="mailto:eve.haynes@weaversacademy.org.uk">eve.haynes@weaversacademy.org.uk</a>

## Attendance

It is important that all students attend school and studies show that students with low attendance miss out on both the social and the educational aspects of being in school, which can affect their adult lives and opportunities. The law is very clear that it is a parent's responsibility to make sure that a child attends school, and North Northants County Council will issue fines to parents whose students do not attend.

We are aware, that sometimes students are ill or have medical issues and cannot attend school, and it is our role to support you in this case. If a child is ill and unable to attend school, please contact the school absence phone number as soon as possible. Please leave your child's name and tutor group clearly, along with details of why they cannot attend. Please leave enough detail so we are aware of the issue, "feels sick" is not enough information to authorise absence from school.

Please be aware that on Microsoft Teams, there is work for every subject, so if your child is not well enough to go to school, but can lie in bed with a computer, they can still log on and have a go at the work that the students in class are doing. This is not as productive as being in a classroom with a teacher, but it often will help close gaps so students do not struggle when they return. We are aware that this is not always possible, and if a child is really ill, then rest is often the best cure for them.

If a student's attendance drops below 97%, we will send out a letter to inform you that there are concerns about the amount of lessons missed. We understand sometimes absences cannot be helped, however it is a good reminder that we should be looking at how to support students upon their return and how to catch up with missed work. It is important we work together to achieve this. Students often struggle returning from absence because they feel they have fallen behind, and this can cause anxiety or behaviour issues because they struggle to access the work.

If a student's attendance drops below 95%, we will contact you again. From this point on we are concerned about the amount of school missed. 95% is 10 days missed in a year or two full weeks, which students find hard to recover from academically. From this point onwards we will be closely monitoring the attendance of the child and working with you to make sure that support is in place. Sometimes, with repeated medical issues, this involves a medical plan and working with other agencies. Due to the monitoring of any student below 95% we would ask that full evidence of any absence is sent in, photos of appointment letters with GPs or something equivalent (we do not need a fit to work letter from a GP).

If a student's attendance drops below 93%, we will hold an Attendance Support Plan Meeting with you. This is to either support your child with their work if they are medically unable to come to school, or to support them to return to school. This Attendance Support Plan will run for two weeks where we will look for their attendance improving (or a medical plan being put in place), to bring their attendance above 93%. If it drops down to 93% again there would be a new plan put in place.

If a student fails the Attendance Support Plan, or parents will not work with the school on an Attendance Support Plan, then the matter is referred to the Educational Inclusion Partnership Team. They will liaise with the school and the parents and will often send out warning letters or fines for the student not attending school.

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## **Punctuality**

Students should be on site by 8:35 am, ready to be with their tutor's from 8:40 am. All students should arrive at Gate 4, the gate by the Weavers Leisure Centre on Weavers Road. This road is full of school children walking to school, so we would ask that if parents drive their children to school, they drop them off at the main entrance on Brickhill Road and then students can do the short walk to Gate 4.

If students arrive to school after 8:35 am and there is a genuine reason (for example, there was very bad traffic), please contact the school. We know that sometimes these things happen and students cannot get to school on time, through no fault of their own. We do not want to penalise students who may already be anxious about arriving late.

Gate 4 will be staffed until 8:55 am, any student who arrives after 8:35 am will have their name recorded and have to go to a 10 minute break time detention. Students who are late multiple times in a row, the consequence will escalate.

Any student who arrives in school after 8:55 am will need to go to main reception on Brickhill Road. If their parent has not contacted the school to let us know of a genuine reason, this will be dealt with as deliberate truancy, and the student will go to work in our RESET room, as they would if they internally truanted a lesson.

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## **Breakfast Club**

We run a breakfast club with food and games from 8:00 am every day. Students who would benefit having some time to settle and have some breakfast with us are more than welcome. Please contact the school if you would like your child to be part of the breakfast club. These students should arrive at 8:00 am at Gate 5 on Brickhill Road.

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## **Special Education Needs and Disability (SEND)**

Inclusivity is a priority at Weavers Academy and as such we offer a bespoke provision for all of our SEND students mapping across the 4 areas of need (Cognition and Learning, Social Emotional Mental Health, Communication and Interaction and Physical and Sensory) and ensuring that high expectations are maintained across the student cohort.

Quality First Teaching and Implementation is offered across the curriculum and whilst a priority is to keep our students in the classroom, when withdrawal intervention is needed this is targeted and a bespoke Individual Provision Plan is created. We have a clear and consistent referral system wherein teachers and key staff can communicate any concerns with the SEND department; these will then be investigated, and further action will be taken accordingly. Similarly, if you have any concerns about your son or daughter, we are open to discussing these with you to ensure that early intervention is provided.

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## **Uniform** - please order online <https://www.pbuniform-online.co.uk/weavers>

We pride ourselves on high standards of dress in school and ask for the co-operation of students and parents in maintaining these. A high standard of dress impacts on the working ethos of the school and how the wider community views our students. It is the expectation of this school that students attend dressed smartly, safely and appropriately and wear the correct items of uniform in the correct manner. The Principal's decision on the way all items of clothing should be worn is final.

**Uniform in full:** School uniform must be worn correctly as described below:

- School blazer with badge: Blazers are to be worn at all times with the sleeves rolled down, including as students arrive and leave school. Only school badges to be worn on blazer\*. Teachers may give permission to remove the blazer in lesson, and it may be removed at break and lunchtime.  
To be purchased online <https://www.pbuniform-online.co.uk/weavers>
- A school tie: tie in the school colours and using a clip on for safety and uniformity.  
To be purchased online <https://www.pbuniform-online.co.uk/weavers>
- A formal shirt: formal shirt in white cotton, with stiff collar and buttons to the neckline. This must be worn with the sleeves rolled down and tucked into the trousers or skirt at all times.
- Trousers: smart, black tailored trousers, full length. Must cover ankle and not to be tight legging style.
- Optional skirt: school checked skirt worn to knee or below.  
To be purchased online <https://www.pbuniform-online.co.uk/weavers>
- Optional jumper: V-necked, grey with gold stripe.  
To be purchased online <https://www.pbuniform-online.co.uk/weavers>
- Socks: black or dark grey socks should be above the ankle and should be knee length with skirts.
- Shoes: formal shoes in black leather, with a smooth upper, rigid sole and heel. Shoes should not be trainers, pumps, dancing shoes, informal shoes or boots. Shoes with Nike ticks, Kappa, adidas stripes etc. and sports other logos are not permitted.
- Coat: an outdoor coat can be worn and must fit over the blazer. The coat is not to be worn instead of blazer or under the blazer. Hoodies are not permitted in school, nor are any other non-uniform items of clothing.

*\* Poppies may be worn up to 11 November or remembrance Sunday. We will consider other charity events when appropriate again for set periods of time*

### **PE Kit**

- School PE tops. To be purchased online <https://www.pbuniform-online.co.uk/weavers>
- Black shorts/ black joggers/ sports leggings (can be ordered from Price and Buckland)
- Black sports socks
- Trainers (any colour)
- Football boots (as needed)

## **Other kit and equipment**

- A large enough bag with capacity to fit A4 books, folders, pencil case and other equipment.
- Sports bag on PE days may also be required.
- In extremely hot weather, a cap or sun hat may be worn outside. The school decides what is 'extreme'.
- A clear pencil case containing pencils x2, pens x2, one red pen, one green pen, ruler, colour pencils, eraser, and calculator. Additional equipment can be purchased from the student office. Please note compasses will be provided by the maths team when required.

## **Hair, make-up and jewellery**

**Hair and make-up:** All hair must be a natural colour. No shaved patterns. Hairstyles should not be extreme. Parents should consult, in advance, with their child's Raising Standard Leader if they are unsure as to the suitability of a change of style. The school decides what is 'extreme'.

- Long hair to be tied back in PE, DT and science.
- Hair products should be avoided due to safety issues around flames in science, DT etc.
- Students will be given 24 hours to change inappropriately coloured hair.
- Hair extensions must be the wearer's natural hair colour.
- Make-up must be 'subtle'. School defines what 'subtle' is and students will be asked to remove excess.
- No nail extensions: these prevent students from effectively participating in activities and poses a risk to students' safety.
- Only clear varnish - no colours allowed.

### **Jewellery:**

- Two 5mm studs – one per ear.
- No facial piercings, no hoops, no multiple studs, no tongue studs, no spacers.
- No necklaces, bracelets or rings.
- No wrist bands.
- Students may wear a watch but no other jewellery is permitted due to health and safety and liability in case of loss.

If students wish to have any part of their body pierced they must arrange this at the beginning of the summer holiday so that the wound has sufficient time to heal. Plasters may not be worn to cover body jewellery or facial piercings. If students disregard this, students may be placed in isolation during social time for infringement of uniform rules that cannot be rectified by sending the student home to change.

### **Students not in the correct uniform:**

Students will be placed in RESET for infringement of uniform rules that cannot be rectified by sending the student home to change or by the school providing a loan of appropriate items.

**Special consideration will be given to parents** if they wish their child to wear different items for religious, cultural or health reasons. Applications need to be made in writing to the school governing body.

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# Behaviour Management Procedures

The Academy seeks to maintain a safe and structured environment in which teachers can teach and students can learn. The vast majority of young people appreciate a culture of good, respectful behaviour, both in and out of lessons, and its culture is central to the academy's philosophy.

The Academy's behaviour management procedure has been designed to ensure that all students are given the upmost opportunity to achieve their potential. Our positive behaviour management system supports all students to work hard, progress with their learning and strive to fulfil their potential.

Where students fail to meet the Academy's expectations, students will follow the behaviour procedure:

Warning	<p>Students will be given <b>one</b> warning to adjust their behaviour within the learning environment.</p> <p>Disruption will be defined as any choice behaviour made by a student during a lesson that prevents teaching and learning taking place.</p> <p>The warning will be indicated by the teacher writing the student's name clearly on the board.</p>
Reset	<p>If another disruptive event takes place by the same student in the same lesson, they will be removed and required to make their way to RESET for 5 periods of learning.</p> <p>Upon arrival, the student will receive a restorative conversation as well as being issued a work pack to be completed during their time in reset.</p> <p>When the student arrives, parents/carers will be contacted by Academy staff to alert them of the sanction.</p>





## **Code of Conduct**

1. I attend lessons on time.
  2. I listen carefully.
  3. I stay in my seat unless asked to move.
  4. I set about work promptly and meet new challenges positively.
  5. I produce sufficient work in line with my individual flight path.
  6. I have the correct equipment at all times.
  7. I wear the full school uniform correctly.
  8. I eat nothing during lesson times.
  9. I follow the requests of staff first time, every time.
  10. My words and actions cause no upset, hurt or damage.
  11. I bring nothing to school which might cause upset, hurt or damage.
  12. I keep my mobile phone and other technologies turned off and out of sight during school.
  13. I look after school property and the property of others.
  14. I complete homework on time and to the required standard.
  15. I move around the academy safely and respectfully at all times in order to uphold the school's ethos.
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## Curriculum Chart Weavers Academy 2022/2023

The table below highlights the amount of time in hours and the percentage of curriculum time that is allocated to each subject. In Key Stage 3 students' study all the listed subjects. For Key Stage 4 there are four option blocks that contain a range of GCSE and Vocational subjects from which students choose. All other subjects are compulsory core subjects. At Key Stage 5 all students choose a minimum of 3 courses these are organised into pathways of study.

### Key Stage 3

Subject	Year 7		Year 8		Year 9	
	Periods	%	Periods	%	Periods	%
English	8	14.8	8	14.8	8	14.8
Maths	8	14.8	8	14.8	8	14.8
Science	7	13.0	7	13.0	7	13.0
Geography	4	7.4	4	7.4	4	7.4
History	4	7.4	4	7.4	4	7.4
Ethics	2	3.7	2	3.7	2	3.7
Language	4	7.4	4	7.4	4	7.4
Art	2	3.7	2	3.7	2	3.7
Design Various	3	5.6	3	5.6	3	5.6
Music	2	3.7	2	3.7	2	3.7
Drama	2	3.7	2	3.7	2	3.7
Computer Sci.	2	3.7	2	3.7	2	3.7
Sport	2	3.7	2	3.7	2	3.7
PSHE	2	3.7	2	3.7	2	3.7
Elective	2	3.7	2	3.7	2	3.7
<b>Total</b>	<b>54</b>	<b>100</b>	<b>54</b>	<b>100</b>	<b>54</b>	<b>100</b>

### Key Stage 4

Subject	Year 10		Year 11	
	Periods	%	Periods	%
English	9	18.0	9	18.0
Maths	8	16.0	8	16.0
Science	9	18.0	9	18.0
Sport	2	4.0	2	4.0
Option 1	5	10.0	5	10.0
Option 2	5	10.0	5	10.0
Option 3	5	10.0	5	10.0
Option 4	5	10.0	5	10.0
Flexible learning option	2	4.0	2	4.0
PSHE	2	4	2	4
Elective	2	4	2	4
<b>Total</b>	<b>54</b>	<b>108</b>	<b>54</b>	<b>108</b>

## Stationery

It is essential that all students bring a bag to school with their own equipment inside. Some students are not fully equipped when they arrive to lessons, and this is causing learning time to be lost and is a disruption to the lessons.

Please ensure your child is fully equipped over the weekend so that on Monday they have a school bag, large enough to hold an A4 book, and a pencil case with the following essential items:

- Blue or black pen
- Red pen
- Green pen
- Pencil
- Ruler
- Calculator (ideally a Casio FX-83GTX-S, but any scientific calculator is sufficient)
- Mini whiteboard
- Whiteboard pen

Some students also find the following items useful and like to bring these with them too:

- Glue
  - Coloured pencils
  - Pencil sharpener
  - Protractor
  - Round ended scissors
  - Highlighters
- 

## Parent Pay

We run a cashless system in this school and ask all parents to use our e-payment method to pay for purchases from the canteen and for all other payment items (trips, stationery etc). This can be done online using a very secure website called Parent Pay. On the first day of term a unique activation username and password will be emailed to you.

### **Already have a Parent Pay account?**

If you already have a Parent Pay account, either with our school or another Parent Pay school, you can simply log in to that account and add your child via the **Add a child** tab on your home page. You will need the activation username and password to do this.

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## Weavers FAQ

### What are the timings of the school day?

Proposed changes of the school day are below. These will be confirmed by half term.

	Mon	Tues	Wed	Thurs	Fri
8:40 – 8:55am	Tutorial	Tutorial	Tutorial	Tutorial	Tutorial
8:55 – 9:55am	Lesson 1	Lesson 1	Lesson 1	Lesson 1	Lesson 1
9:55 – 10:55am	Lesson 2	Lesson 2	Lesson 2	Lesson 2	Lesson 2
10:55 – 11:10am	Break	Break	Break	Break	Break
11:10 – 12:10pm	Lesson 3	Lesson 3	Lesson 3	Lesson 3	Lesson 3
12:10 – 1:10pm	Lesson 4	Lesson 4	Lesson 4	Lesson 4	Lesson 4
1:10 – 1:45pm	Lunch	Lunch	Lunch	Lunch	Lunch
1:45 – 2:45pm	Lesson 5	Lesson 5	Lesson 5	Lesson 5	Lesson 5
2:45 – 3:45pm	Lesson 6	Lesson 6			

### What time does my child need to be at school?

Students need to be onsite and ready for tutorial to begin at 8:40 am. Students should aim to arrive before 8:35 am. The gates to the school open at 8:15 am. Students who arrive after 8:40 am will receive a late detention at break time.

### Which gate will my child enter and leave school?

Gate 4 (near the leisure centre on Weavers Road)

### What time will my child finish school?

On Mondays and Tuesdays your child will leave school at 3:45 pm.  
On Wednesdays, Thursdays, and Fridays your child will leave school at 2:45 pm.

### What differences/changes can my child expect following their move from primary education?

Your child will have a full timetable and will be moving around the school to lessons and not be based in one class or area. Students will have different teachers for different subjects and is likely to have an increased amount of homework, which will need to be handed in at different times. Due to the timetable students may only see close friends during lunchtime or at breaks. Initially this may be quite stressful for them, and they will need your support and encouragement to adjust and become used to the new system and increased workload.

### Who is my first point of contact if I want to discuss anything relating to my child with the school?

Your child's form tutor

### Who else can I contact?

If your child's form tutor cannot help and you have a subject specific query, please contact their subject teacher directly via email.  
If you need to talk to a member of staff about a pastoral concern and the form tutor has not been able to help, you should contact the Year 7 Pastoral Manager.

### **How does the Canteen work?**

We have cashless catering which makes life much easier! The students are finger scanned at the beginning of the year and parents can put money on their account online using ParentPay. Students may bring packed lunches if they prefer.

### **What equipment does my child need?**

Your child should have a school bag that they bring with them every day. Most students use a rucksack for ease. In their bags, students should have their reading book and a pencil case with the following equipment in it:

- Blue or black pen
- Red pen
- Green pen
- Pencil
- Ruler
- Calculator (ideally a Casio FX-83GTX-S, but any scientific calculator is sufficient)
- Mini whiteboard
- Whiteboard pen

Some students also find the following items useful and like to bring these with them too:

- Glue
- Coloured pencils
- Pencil sharpener
- Protractor
- Round ended scissors
- Highlighters

All students should also bring a filled water bottle each day to help them stay hydrated.

### **What happens if my child needs new equipment?**

We have a stock of stationery and equipment at Student Office. Parents can put money on their online stationery account using ParentPay and students can then use this to replace any equipment they may be missing.

### **Can I take my child on holiday during term time?**

Headteachers may not grant any leave of absence during term time unless there are exceptional circumstances. Headteachers are required to determine the number of school days a child can be away from school if the leave is granted.

### **What is the procedure if my child is ill?**

If your child is ill, then parents should contact school, stating your child's name and providing details about their illness, to let us know and then provide a note on their child's return. If a child is absent and we haven't heard from parents that their child is ill, then they will receive a text message or a phone call to confirm the reason for the absence.

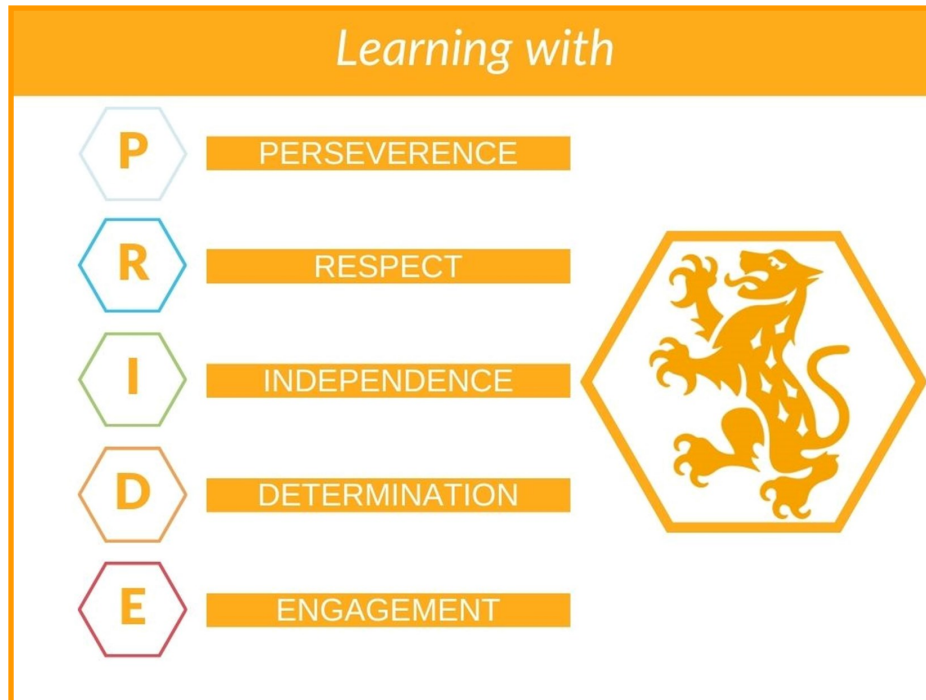
### **What should I do in the case of longer absence e.g. more than one day?**

When you become aware that the absence will be for more than 2 days contact the school's attendance team giving an expected date for return.

### **Will my child receive homework?**

Your child will receive homework each day. Sometimes children need support from parents to keep up to date with the homework that is set.

### **How are students rewarded?**



Positive behaviours are acknowledged for a wide range of aspects both in and out of the classroom. Rewards are given when students exemplify PRIDE in their learning, through Perseverance, Respect, Independence, Determination or Engagement. Parents receive a text message notification when their child is rewarded.

### **What happens if my child does not follow the school rules?**

If your child does not meet their teachers' expectations of disruption free learning, then they will be issued a Formal Warning. Parents will receive a text message to inform them of this so you can support the school and discuss with your child how they can avoid receiving a Formal Warning in the future. If your child adjusts their behaviour and meets the expectations of the teacher, then there will be no further action taken in school..

If your child does not adjust their behaviour after a Formal Warning is used, then they will be sent to Reset. Parents will receive a text message to inform them. Students will remain in Reset for one school day and will remain in school for an after-school detention. This will end at 4:00 pm on Mondays and Tuesdays and at 3:45 pm on Wednesdays, Thursdays and Fridays. Whilst in Reset, students will follow their normal school timetable but will work independently to complete the work using MS Teams .

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## NOTES



**WEAVERS  
ACADEMY**

*Creative  
Education  
Trust*

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