

# Parents Information Guide



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## Key Staff

At Campsmount we strive to meet the needs of all of our students and every member of staff has a role in this vision. However, there are some positions in the school which form the crucial triangulation between student, school and home.

### Form Tutors

The first point of contact for all students and parents.

### Progress Leaders

Responsible for the progress of all students in a particular year group.

- Year 7 Mrs K Elmes
- Year 8 Miss H Baker
- Year 9 Miss K Field
- Year 10 Miss Lindley
- Year 11 Mr A Mankin
- Post 16 Miss D Hudson

### Pastoral Support

- Mrs D Duncanson
- Mrs R Watkinson

### Learning Mentors

Providing academic, social and emotional support for all students across the academy.

- Mrs J Parkinson
- Miss S Simpson

### Attendance Officer

- Mrs L Shearman

### Academy Leadership Team

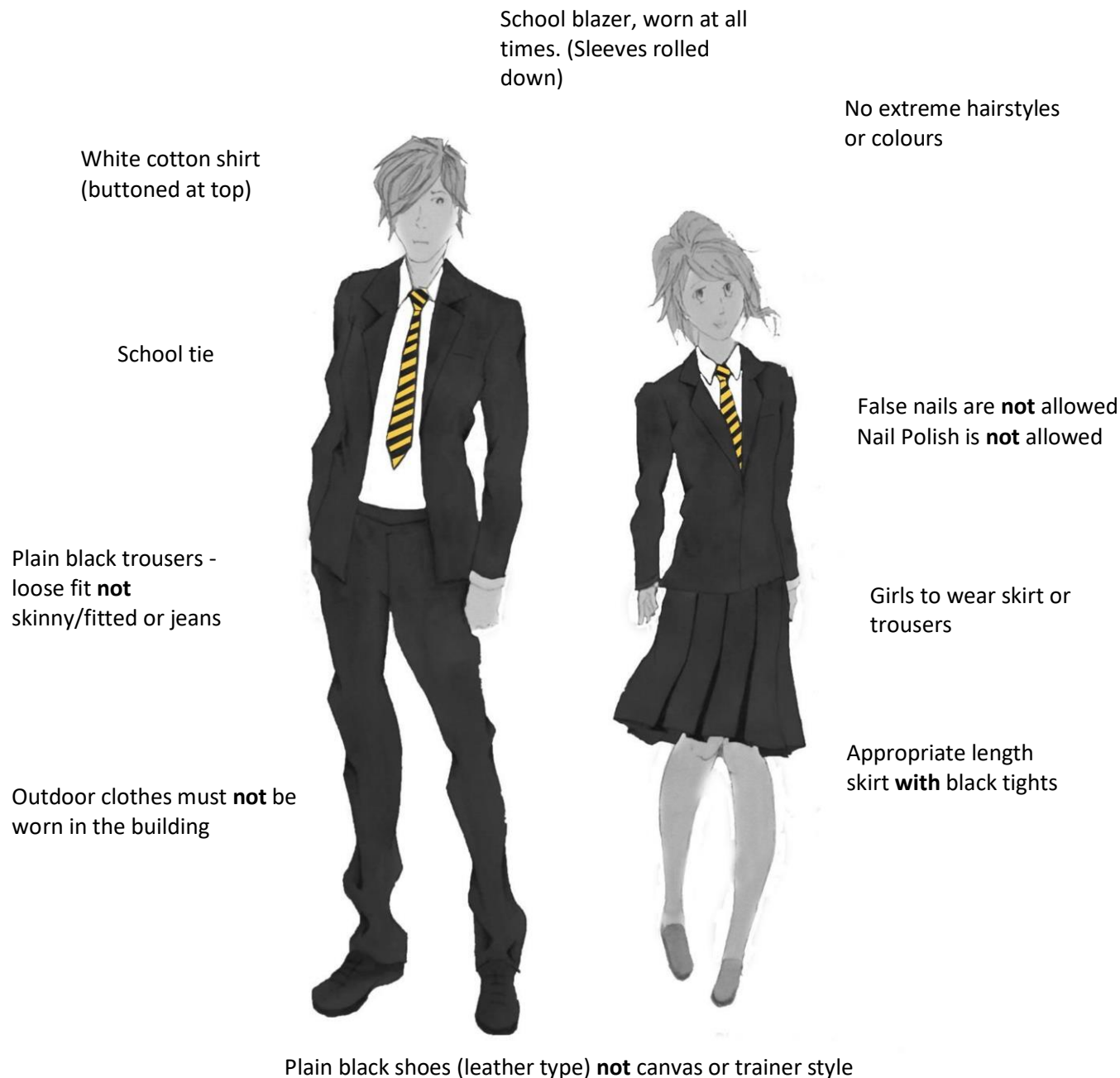
Leadership and Management across the Academy.

- Mr A Dale Principal
- Mrs J McCready Associate Principal
- Mr E Staton Vice Principal & Designated Safeguard Lead
- Mrs R Hartley Vice Principal
- Mr A Broad Assistant Principal
- Miss D Hudson Assistant Principal
- Mr C Bentley Assistant Principal
- Mr E Chapman Assistant Principal
- Mr K Unsworth Business Manager



## Campsmount Uniform

Campsmount students are full of **AMBITION**. They wear their uniform with **PRIDE**. By wearing the school uniform correctly our students show a sense of **COMMUNITY**. Our students have a **RESPONSIBILITY** to follow our uniform policy.



No jewellery (other than a watch). Students must **not** wear any piercings or have body modifications

Minimal, discreet makeup

Student Leadership Team Approved





## Student Feedback and Presentation of Work

### Feedback to students at Campsmount

Progress for students is at the heart of everything we do at Campsmount, we therefore have an Assessment and Feedback Policy that places progress at its core. This policy aims to provide:

- A whole school approach to Assessment and Feedback that is centred on the progress of every student.
- Dialogue between stakeholders regarding progress, success and areas to target.
- Standardisation and consistency of practice.

You will see the following colour coded system in place when feedback is given on student's work:



- 'DIRT lessons' (Dedicated Improvement and Reflection Time) can take as long as the teacher feels is necessary and involves the students appropriately responding to teacher feedback.

### Presentation of work at Campsmount

Presentation shows that high standards are expected. At Campsmount we want all students to take pride in their work and produce an appropriate quantity of work to a very high standard making sure work is effectively organised and provides a detailed set of materials which supports effective revision. Students are expected to complete any tasks that are unfinished.

You will see the following 'CLEAN' system in place on student's work:



#### Campsmount Academy

**C**areful handwriting.  
**L**ines are drawn using a ruler.  
**E**rrors are crossed out with a straight line.  
**A**lways write in blue or black pen.  
**N**ame, date and title at the top of your work.





# Extended Learning

ADVANCE

## Campsmount Academy Extended and Advance Learning Policy

### Why do we promote Extended and Advance Learning?

At Campsmount we understand learning takes many forms, and happens successfully both inside and outside of the classroom. It is our belief that students should be encouraged to develop a thirst for knowledge and understanding, alongside developing skills and attributes such as Leadership, Organisation, Resilience, Independence and Communication (LORIC skills), when and wherever possible, and in ways which best suit them as individuals.

Tasks will broadly be presented via two approaches:

- **'Extended' Learning;** tasks to complete in order to further the learning, which has taken place within the classroom.
- **'Advance' Learning;** materials to be read, watched or listened to, in order to prepare for upcoming lessons.

Throughout all key stages subjects have their own individual approach to Extended and Advance Learning, which best reflects individual, departmental and whole school needs and priorities.

Our current approaches at Campsmount include:

#### **Extended Learning Booklets:**

- Tasks that consolidate and further develop the learning through subject specific extended learning booklets, and 'bookable' pre/post school intervention.

#### **Advance and Flipper Learning:**

- Subject specific materials provided to be read, watched or listened to (E.g. GCSEpod) in order to prepare for upcoming lessons, possibly to be delivered by students to other students. Additional materials can be accessed through hyperlinks attached to our online 'menus'.

#### **Traditional 'Homework'**

- Key vocabulary revision and research tasks.

#### **'Let's talk about it' tasks**

- A statement based on a topical event or current curriculum content that is taken home and 'talked about' with families, and then developed further through discussion in school.

In addition, each department has also prepared a range of **'Menu'** style documents containing a range of **optional** Extended and Advance Learning tasks, designed to further engage students with their learning beyond our curriculum content. Students, alongside advice from families, may choose which tasks to complete in each subject area. The **'menus'** are available for each half-term via the school website, using the 'Parents and Students' link followed by the 'Extended Learning' link.

#### **Teachers will ensure:**

- The Extended or Advance Learning tasks are designed to promote the learning of our students outside the classroom.
- Where possible and practicable they will be made available electronically (on FROG) as a result of a direct request from our students, as well as part of our desire to operate more sustainably.
- Appropriate feedback is given in accordance to the whole school Assessment and Feedback policy.
- Extended and Advance Learning outcomes are celebrated through the school website and through school based displays.

#### **Students will ensure:**

- The Extended or Advance Learning tasks are recorded in their planners, including the due date in order to promote independence and organisation.

#### **Parents will ensure:**

- The Extended and Advance Learning tasks are reviewed in order to offer support to our students and to successfully meet the deadlines.



## The Edge @ Campsmount

The Edge is an initiative in school aimed at students in all year groups. The Edge was started to address the issues raised by businesses, the Government and the public, regarding the lack of basic skills held by school leavers. The objectives of the initiative are:

- To ensure students are encouraged to develop other skills in addition to their academic achievements.
- To accredit achievement in areas desired by employers.
- To give value and importance to these attributes.

All Campsmount students are expected to develop their skills in the following areas;

1. Leadership
2. Organisation
3. Initiative
4. Resilience
5. Communication

Students are expected to build a portfolio of personal evidence right the way through from Year 7 to Year 13. This will be given to students when they leave school and to take to university and any interviews they may attend. Evidence could be photographic, copies of certificates for awards or attendance at events, written testimonials and character references. These can be from within school or the wider community.

Each half-term, tutors will ensure student portfolios are up-to-date, and filling up with important evidence, as well as directing students to the activities they could try in order to build their portfolios even further. Points are accrued in an area, for each piece of evidence and students are awarded certificates when the following milestones are reached in one area:

25 points – Apprentice Level Certificate

60 points – Graduate Level Certificate

100 points – Masters Level Certificate



Student Leadership Team Approved







## Student Voice

**Members of our  
Student Leadership Team**



Student Voice at Campsmount is a system of elected student leaders who represent our students at both tutor and year group level.

Our Student Leadership Team are the link to the Academy team.

Student Leadership Team Approved





# Campsmount Currency

## Rewards and Sanctions



### Basic Expectations

- Be responsible for yourself and your learning
- Be polite and respect others
- Be prompt and fully equipped for lessons
- Be presentable with smart uniform at all times
- Listen carefully and follow instructions
- Work hard and have a positive attitude to learning



Entry into Rewards or Sanctions can be at any level

Community		Pride
Responsibility		Ambition







## Basic Expectations

Our Basic Expectations ensure that Campsmount is a calm, happy, purposeful learning environment.

A few tips for meeting our Basic Expectations...

- Be responsible for yourself and your learning

You are mature enough to make the right decisions in and out of lessons. You are in control of your learning and your behaviour. Ask for help when you don't understand something. Learn from your successes and mistakes. Treat your environment with respect. Walk around the building on the left. Hold doors open for people. Line up and enter classrooms quietly.

- Be polite and respect others

Speak to people how you would like to be spoken to. Accept people's differences. You might have a different opinion to someone else, that's ok. Listen to their opinion and agree to disagree. Remember your manners, say please and thank you.

- Be prompt and fully equipped for lessons

Get to school and lessons on time. Lateness isn't acceptable. Get organised, use your planner. Check your timetable the night before, be prepared for your school day. Think about the equipment you will need.

- Be presentable with smart uniform at all times

When you have your uniform on you are representing Campsmount and your family. Make us and your family proud of your appearance to and from school, and during the school day. Expect to be challenged if you have incorrect uniform.

- Listen carefully and follow instructions

When listening focus on who's talking. Don't get distracted or distract others. Ask questions if you don't understand something. Follow an instruction the first time you are asked.

- Work hard and have a positive attitude to learning

Enjoy learning, embrace new challenges. It is ok to find things difficult but don't give up. The more effort you put into something the bigger the reward will be. Use your skills to help and encourage others to learn.



## School Attendance

### **The importance of regular school attendance**

Regular attendance at school is vital to help children achieve and get the best possible start in life.

Children who frequently miss school often fall behind. There is a strong link between good school attendance and achieving good results. For example, only 12% of pupils with below 80% school attendance achieve five or more GCSEs at grades A\*-C including English and Maths, compared to 68% for pupils with attendance greater than 96%.

Good attendance at school shows potential employers that a young person is reliable. Young people who are frequently absent from school are more likely to become involved in, or be a victim of crime and anti-social behaviour. Our Attendance Officer will contact parents directly if we have any concerns about a child's attendance. Doncaster Council offers a range of services to support families who encounter difficulties in ensuring their children attend school regularly.

### **Your responsibilities as a parent**

All children aged between 5 and 16 are required by law to receive an education, and it is the duty of parents and carers to ensure that they are supported to do so.

Children sometimes have to miss school because of illness or if they have long term medical issues. If this is the case, parents should contact school the same day to let them know the reason that their child is not in school.

### **Changes to Government legislation from 1 September 2013**

From 1 September 2013, a change to Government legislation means that schools are no longer allowed to authorise requests for children to be taken out of school for a holiday during term-time.

Requests for leave can only be granted by schools if there are exceptional circumstances, and holidays are not considered exceptional. Requests for leave must also be made to the school in advance, as the Department for Education has told schools that they cannot authorise any absences after they have been taken.

A penalty notice is a fine to parents or carers if they fail to ensure that their child/children attend school regularly. Doncaster Council is responsible for issuing penalty notices on behalf of schools in the city.

Penalty fines are £60 per child per parent if paid within 21 days, and £120 if paid between 22 and 28 days. If the fine is not paid, parents will be reported for prosecution.





## Getting Involved Together A Home-School Agreement

The School Standards and Framework Act 1998 requires all schools to adopt a Home-School Agreement. It is intended to be a statement of the mutual responsibilities of parents, pupils and teachers. At Campsmount, parents play a crucial role in the partnership of Learning.

### **The Parents:**

#### **I/We will:**

- ensure that my child goes to school regularly, on time, is properly equipped and has correct uniform;
- let the school know about any concerns or problems that might affect my child's work or behaviour;
- support and adhere to the school's policies and guidelines for behaviour and uniform;
- support my child in advanced and extended learning;
- attend parents' evening and discussions about my child's progress;

### **The School**

#### **We will:**

- contact parents if there is a problem with attendance, punctuality, equipment or uniform;
- let parents know about any concerns or problems that affect their child's work or behaviour;
- send home regular assessments and reports of progress, behaviour and achievement;
- arrange Progress Evenings during which progress will be discussed;
- keep parents informed about School activities through regular letters home, texts and emails, website, twitter, updated web links and notices about special events.

I understand that the key to my child's success is through a positive relationship between home and school.

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

Student Leadership Team Approve





## Getting Involved Together A Home-School Agreement

Every single student is important in this school and every single student has the right to learn, make progress and be successful.

Our goal is for every young person to maximise their success and to make this happen we expect students to make positive choices in the classroom to maximise learning for everyone.

### **These are our Basic Expectations**

- Be responsible for yourself and your learning
- Be polite and respect others
- Be prompt and fully equipped for lessons
- Be presentable with smart uniform at all times
- Listen carefully and follow instructions
- Work hard and have a positive attitude to learning

Above all, positive attitudes to learning and working well towards your target grades are what is expected of you at all times, IN EVERY LESSON, EVERY DAY AND EVERY CLASSROOM.

I agree to abide by these expectations and I understand what I must do in order to uphold them.

Student Signature: \_\_\_\_\_

Student Full Name & Tutor Group: \_\_\_\_\_

I have read and discussed these expectations with my child.

Parent Signature: \_\_\_\_\_

Parent Full Name: \_\_\_\_\_

Student Leadership Team Approved

