



Welcome To Wicklea Academy September 2024



Welcome

Wicklea Academy opened its doors to the families of Brislington for the first time in 2014. We aim to offer an education that supports and challenges children to fulfil their true potential. We want your children to leave Wicklea confident, motivated and fully prepared for the next stage of their education and to look back on their time here with affection and pride.

As well as having high expectations of our staff and pupils, we also look for commitment from parents, families and carers. We want you to join us in a partnership that puts children's success and wellbeing at the centre of everything we do. I am very proud of Wicklea and we are so pleased that you have chosen us, as the Academy that will give your child a place to grow over the next four years.

'At Wicklea they help you sort your problems and encourage you if you are scared or shy.'

Y3 Child

'The facilities at Wicklea are modern and the staff seem to know all the children so well. My children love it there. – Parent

'This year I am a School Councillor. I help think of things to make Wicklea even better'

Y5 Child

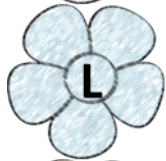
Aims of the Academy

It is our mission to enable our pupils to be independent, confident members of the community, who are equipped with skills to be lifelong learners and to engage with their dreams and aspirations.

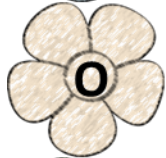
Our aim is to ensure children flourish at Wicklea:



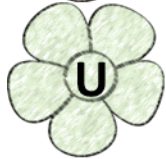
Children's individual needs and skills are recognised in order to **fulfil** their potential.



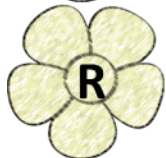
Through an exciting curriculum that inspires high aspirations, children develop a life long love of **learning**.



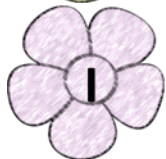
Children are encouraged to express themselves and have **opportunities** to thrive as individuals.



Creating an **united**, inclusive school where children support and challenge themselves, celebrating the diversity of our community.



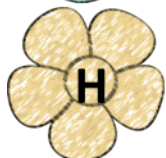
Children develop the **resilience** they need to face any challenge presented to them.



Children become **independent** learners through developing confidence and using their **initiative**.

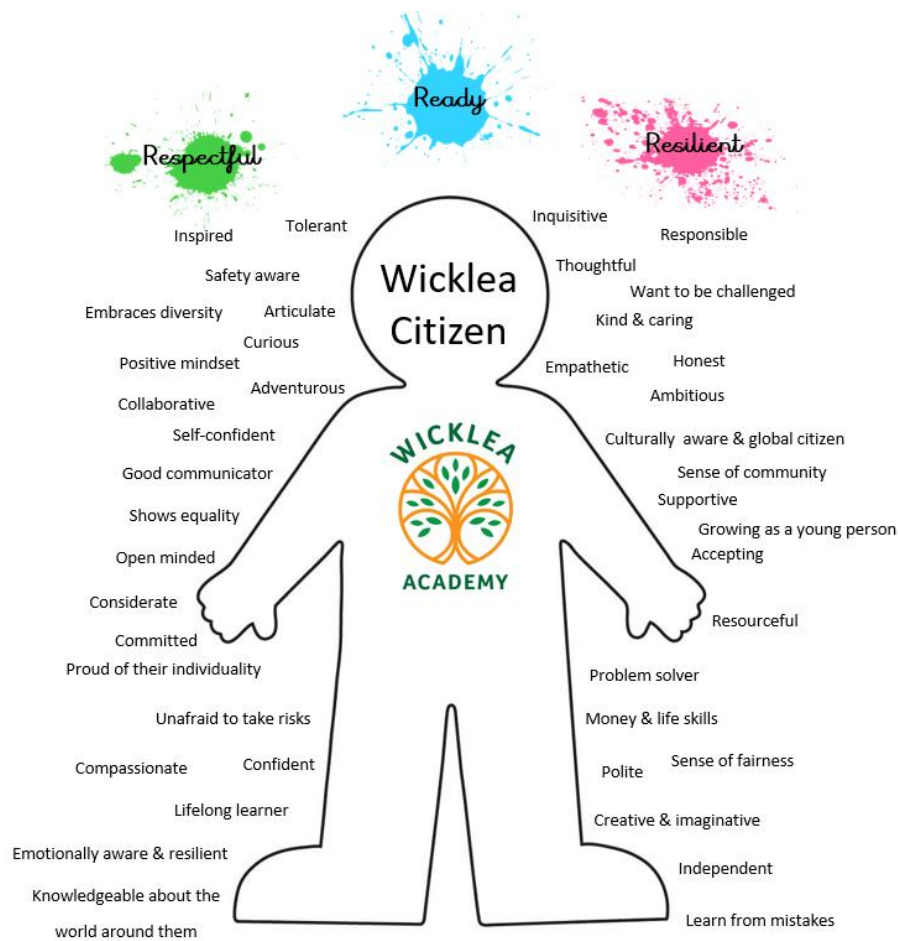


Successes and achievements, both inside and outside school, are valued and celebrated.



Positive experiences and a nurturing environment create a culture of **honesty** and contentment.

And when they leave us they will have become a Wicklea Citizen:



Academy values:

As a school community, we have created three values that we expect everyone to follow.

Ready

- Wear school uniform correctly
- Reading book in school every day
- Remain in the right place for learning
- Have all equipment ready at the start of the lesson
- Show Wicklea listening, sitting, walking
- Show Wicklea standard of presentation
- Tidy your workspace and classroom
- Understand and follow routines

Respectful

- Listen to others and other opinions
- Value differences
- Use manners, be polite and be helpful
- Speak in a calm tone
- Follow instructions from all adults
- Use school resources appropriately
- Use kind words and kind hands
- Keep the school tidy
- Look after your own and other people's belongings

Resilient

- Have high expectations of yourself
- Work hard
- Keep trying when things get difficult and challenge yourself
- Forgive yourself and others
- Accept advice and support
- Use strategies to manage your emotions
- Work collaboratively with others
- 3 before me—book, board, buddy

Admission arrangements:

Children who attend St Anne's Infants School have direct transfer to Wicklea Academy. All other requests for admissions must be made through the school office.

Children can be admitted to the academy at any time in the year as long as there is space in the year group and we are able to meet their needs.

Academy Hours:

Doors open at 8:50am, with the academy day starting at 9:00am and ending at 3:30pm for all children. The doors for Breakfast Club open from 8.00am to 8.30am.

Years 3 & 4 have morning break between 10.15am and 10.30am. Years 5 & 6 have morning break between 10.35am and 10.50am. All children have 1 hour for lunch, with their time on the playground staggered to ensure they have plenty of space to play in. During lunchtime, children can play organised sports, use the climbing equipment, play imaginative games, visit the library or just spend time with their friends. There are also some activities run by lunch staff, such as arts & crafts, treasure hunts and den building.

The Academy Day:

Year 3

9.00 - 9.10 - Register

9.10 - 10.15 - Session 1

10.15 -10.30 - Play

10.30 -12.00 - Session 2

12.00- 13.00 - Lunch

13.00 - 13.05 - Register

13.05 -15.30 - Afternoon Session

Year 4

9.00 - 9.10 - Register

9.10 - 10.15 - Session 1

10.15 -10.30 - Play

10.30 -12.00 - Session 2

12.00 - 13.00 - Lunch

13.00 - 13.05 - Register

13.05 -15.30 - Afternoon Session



Year 5

9.00 - 9.10 - Register

9.10 - 10.15 - Session 1

10.35 -10.50 - Play

10.50 -12.00 - Session 2

12.00- 13.00 - Lunch

13.00 - 13.05 - Register

13.05 -15.30 - Afternoon Session

Year 6

9.00 - 9.10 - Register

9.10 - 10.15 - Session 1

10.35 -10.50 - Play

10.50 -12.00 - Session 2

12.00 - 13.00 - Lunch

13.00 - 13.05 - Register

13.05 -15.30 - Afternoon Session



Curriculum:

We are in the process of transferring our curriculum to the CLF curriculum which is based on the content and progression of the National Curriculum. The knowledge and skills the children learn at Wicklea provides them with the best chance of success when they are formally assessed at the end of Key Stage Two and gives them a strong foundation for their secondary school education.

Each morning the focus is usually on English and Maths and the afternoon focus is on Science, Music, PE, Geography, History, RE, Art, French, Personal, Social and Health Education, Design and Technology or Computing.

Links across the curriculum are made where possible, with many English lessons linking to other subjects. Units are progressive and build on prior learning, making links where possible. This provides a broad and balanced approach where every child can access the curriculum.

Units often begin with wow events, which stimulates a child's thinking about the learning ahead and encourages them to think about what they already know. It is often an exciting and practical event, such as a trip or visitor, which engages and enthuses the children to find out more. This is followed by a sequence of learning, which develop and consolidate skills, knowledge



and vocabulary associated with the topic. There are opportunities for individuals, pairs or groups to apply and demonstrate their learning in a variety of ways. At the end of the unit, the children reflect on their learning and that of others. Learning is shared with others in the school community, before a celebration event ends the topic.

We also teach through a range of assemblies and some themed days or weeks. This allows the children to have a broad understanding of the wider curriculum and helps develop their spiritual, moral, social and cultural understanding.

Relationships & Sex Education:

Relationships and sex education is taught as part of the Personal, Social & Health Education (PSHE) curriculum and as part of the science element of the core curriculum. Parents are invited to view any materials being taught. Relationships and sex education is taught through the Jigsaw Scheme, which is used widely across Bristol.

Religious Education:

The RE curriculum ensures the children are taught about each of the major world religions and the practices of followers of those religions. Parents have the right to withdraw their children from RE lessons, but this should initially be discussed with the Principal.

Assemblies:

Often assemblies are linked to the academy values, current events or contain a focus on personal development. This allows the children to have a broad understanding of the wider curriculum and helps develop their spiritual, moral, social and cultural understanding.

Format of Weekly Assemblies:

Monday: Whole school assembly on a theme

Tuesday/Thursday: In class circle time

Wednesday: Whole school singing assembly

Friday: Whole school celebration assembly



School Council:

Each year, two children from each class in Y3 – Y5 are elected by their classmates on to the School Council. In addition, the Y6 children can stand to be elected as their House Captain. The children meet regularly throughout the year to help shape school policy by helping the adults see the school through the eyes of the children.

House System:

All Wicklea pupils belong to one of our four 'Houses'. Each house has a colour and they will remain in their house for the duration of their time at Wicklea. Their house colour is the colour they will wear for PE.

Special Educational Needs and Disability (SEND):

Up to 20% of children may have a special educational need at some point in their school life. This may be related to their health, behaviour, learning or a physical need. If this is the case, it is very likely they have been identified early on in their school career and may be provided with a specific education plan. If appropriate, additional small group or individual teaching may be provided. Children with more complex needs may be referred to one of the many support agencies we work with, including the Educational Psychologist (EP), Speech and Language Therapist (SALT), Child and Adolescent Mental Health (CAMHS) or other health professionals. Mrs Amy Lucas is our Special Education Needs & Disability Co-ordinator (SENDCo) who works three days a week in the Academy to ensure the children's individual needs are met.

Pastoral & Family Support

Rachael Morley is our pastoral and family support worker. She is available to speak to parents about issues that affect their children at home and in school. She also provides regular pastoral support sessions for children within school.

Assessment:

We use Assessment for Learning (AFL) to continually review your child's learning. This allows us to plan a curriculum, which meets their exact needs. We use a range of systems to help teachers and senior leaders track each pupil's learning and progress. Your child's progress and attainment are reported to you during parent evenings and within an end of year report.

Year 6 Assessments:

Children in Year 6 are assessed using SATs to measure the progress they have made in the four years they have attended Wicklea. These assessments are reported to the government and to you.

Homework:

Each week your child will need to practise their times tables using Times Tables Rockstars (TTRS). They will also have creative projects to complete with longer time frames. If there is anything you or your child does not understand, please speak to the class teacher as soon as possible. **Please ensure your child reads as much as possible, at least four times a week, if only for ten minutes. It makes a huge difference to their reading ability!**

Free Time:

Each day the children have a fifteen-minute morning break, where they have the chance to go outside in the fresh air, eat their healthy snacks and meet their friends. Years three and four take their break together, as do years five and six. We go out in all weathers so please ensure that your child always has a warm, waterproof, hooded coat with them. Members of staff supervise the playgrounds, and qualified personnel provide First Aid.



At lunchtime, the children have 1 hour in which to eat their lunch and to play. Lunchtime is staggered to maximise the space children have to play. We have a large sports court for ball games and our astro turf area has increased the space for all year round play. We have fixed play equipment, such as the trim trail and climbing equipment, as well as a variety of smaller equipment that the children can play with.

Clubs:

We try to run as many extra curricula clubs after school as possible. Some are provided by staff and are free to attend, whereas others are led by outside providers, who charge a fee. A new list of clubs is provided in September, January and after Easter. If a club is oversubscribed, we draw names from a hat and create waiting lists. Clubs we have offered in recent years include: football, netball, badminton, gymnastics, yoga, choir, art and drama. If your child wishes to join a club, they have to commit to attending every week.

Communication:

Website

From September 2024 we will have a new website with lots of information. We will update this regularly. An overview of your child's learning for each term will be found on the curriculum pages. These are very useful because it means you can support their learning at home.

Facebook Page

Our Facebook page is continually updated with events that take place each day in school. For example, local trips, visitors, achievement assemblies or examples of learning completed by different classes.

Newsletters

We also communicate with you regularly via an online Newsletter. This will have most of the dates you need on it. A link to the Newsletter can be found on the website homepage.

Contact Details

It is extremely important that we have three up to date contact details at all times. We have been in situations whereby we have had to contact parents in an emergency and the numbers are out of date. Please keep the office updated at all times.

Parent Involvement

Good communication between home and the Academy is essential in supporting your child. We help to keep you in the picture through the following mechanisms:

- Publishing information on the Academy website
- Sending home newsletters
- Parents evenings to discuss your child's progress
- An annual written report

You can also get involved by volunteering to help to help hear the children read or with other skills you may have. Please ask the office for an application form for volunteering

Communication with Teachers

If you need to speak to your child's class teacher, it is always best to make an appointment as they are generally very busy, especially at the start and end of the day. Appointments can be made at the office.

Academy Uniform:

We have an unbranded uniform that **all children are required to wear every day**, which can be purchased in high-street stores. Children are able to wear uniform with our old logo on. Our colours are bottle green, black/grey and white and the uniform is as follows:

- School bottle green sweatshirt/hoodie/cardigan/fleece
- White polo shirt (plain)
- Grey/black trousers, skirt or dress (green gingham dresses can be worn in the summer)
- **Black shoes or plain black trainers**

On days your child has PE, they should wear their school jumper over their PE kit, which includes:

- House colour or plain white PE t-shirt
- Black/Grey PE shorts
- **Black trainers**
- In winter months - plain black or grey jogging bottoms/leggings

Lost Property:

We encourage you to write your child's name on every piece of uniform so that we can return it if it gets lost. There are lost property boxes kept in reception, which can be viewed in the morning or afternoon. Items will be kept for a limited period before being recycled.

Nourishment in the Academy:

Dinners:

These are cooked on site in our kitchen by the caterers, Aspens. The menu is displayed on the website and in reception. A range of meals are provided to meet children's dietary, medical or religious requirements. The cost is £2.40 per meal.

The meals are eaten in the hall at tables and our own midday supervisors supervise the children. The children come in to the hall in different sittings between 12.00 and 12.30.

Payment for dinners is made via Parent Mail. Accounts must be kept in a credit balance, in order for your child to have a school dinner. All enquiries involving dinner money payment should be made to the office.

Children may bring a packed lunch in a named container with a drink. Sweets, chocolate, nuts and fizzy drinks are not allowed.

1 and 2 – Fruit and Veg – For essential vitamins and minerals. Children should be eating 5 portions a day. Remember, fresh, frozen, tinned, dried and juiced fruit and veg all count towards daily portions.

3 – Calcium – For growth, healthy bones and teeth. Yoghurts and fromage frais are ideal.

4 – Protein – For healthy development and to keep them alert.

5 – Carbohydrates – Like bread and pasta for slow release energy. Wholemeal bread is higher in fibre and provides a steadier release of energy to keep them going.

6 – Water – For hydration and concentration. Go for water or unsweetened fruit juice (which can count as 1 of their 5 a day).

Breakfast Club:

This opens from 8.00am to the start of the school day (doors close at 8.30am). We serve toast, cereal, fruit and drinks daily. There is a **£2.75** daily fee. However, if your child is entitled to pupil premium there is no charge. After they have finished their breakfast, children can play games or with the toys provided, colour and read books until they join their classes. Bookings must be made for breakfast club in advance via Parent Mail. For further details, please contact the school office.

Drinks:

Children are welcome to bring in their own drink bottle, full of **water**.



Developed in conjunction with the Healthy Together Achievement Program to support a whole-school approach to healthy eating. Healthy Together Victoria is improving the health of Victorians, funded by the Victorian Government.



Mid-Morning Snack:

All children may bring a piece of fruit or vegetable to eat at mid-morning break. This should be packed separately to their lunch. No junk food.

Free School Meals:

You can apply for free school meals if you receive any of the following:

- Income support
- Income based Job Seekers Allowance (income based)
- Income-related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- The guaranteed element of Pension Credit
- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit
- Universal Credit - if you apply on or after 1 April 2018 your household income must be less than £7,400 a year (after tax and not including any benefits you get)

Please speak to the office to get further details and to make an application.

Pupil Welfare:

The health and well-being of your child is extremely important to us. For this reason, we have many safeguarding systems in place to make sure that your child stays safe and well. All staff are vetted before they are employed by the academy and are trained to help safeguard children. Your child's class teacher and teaching assistants, who work with the class, will build close, caring and professional relationships with the children. They are the first port of call if you have any concerns or information that we should know.

Behaviour in the Academy:

We want to promote the very best behaviour so that children can learn as much as possible.

We promote good behaviour by:

- Develop children's understanding of our values: Respectful, Ready, Resilient
- Teach our behaviour curriculum so everyone knows and follows our expectations and routines
- Ensure that all staff promote good behaviour through a common approach to behaviour, knowing our values, expectations and routines
- Consistently follow up when children are not showing our values, expectations or following out routines
- Frequently use praise and rewards
- Develop support programmes for pupils who are experiencing difficulty

REWARDS

Children WILL be rewarded for great behaviour and showing our values! To reward children we use:

- A smile
- Reward points (will convert to house points)
- Reward shop
- Emails home
- Shining Star Award (certificate for amazing effort)
- Praise postcard
- Recognition board in each class
- Verbal praise
- Headteacher Award
- Achievement Award (certificate for academic achievement)
- TT Rockstars certificates

We believe it is very important to frequently acknowledge and celebrate pupil achievement in all aspects of school life therefore, rewards are an extremely important part of Wicklea Academy.

CONSEQUENCES

We expect all of our children to show our values, meet our expectations and follow our routines. If they choose not to then consequences are put in place. There are other behaviours that will not be tolerated.

Every time a poor behaviour is seen there will be a consequence. These might be:

- Verbal and non-verbal reminders
- Warnings
- Time out
- Missing playtime or lunchtime
- Meeting with a senior leader
- Suspension
- Exclusion

Whatever happens, we will work closely with you to promote good behaviour. You can view a copy of our behaviour policy on the website or we can print a copy for you.

Bullying:

Bullying is never tolerated and we have a separate anti-bullying policy that is understood by the children and staff. We encourage children to tell us about what is happening to them. Sometimes children do not feel able to tell us, but they might tell you instead. If this is the case, please come and share your concerns with us as soon as possible.

Racism:

Racism is not tolerated in this academy. Any racist incident, which is reported, will be thoroughly investigated. Parents will always be informed about any incident.

School Attendance:

The law says that children must attend school every day. If they are not at school they miss vital pieces of learning and fall behind. If you are unsure as to whether they are well enough, bring them in anyway; we can always ring you if they appear to get worse. We are able to administer pain relief, e.g., Calpol, with your consent. If your child is absent, please ring us by 9.00am each day. We will only authorise absence for illness that is reported to us. If your child's absence becomes a concern over a period of time, we will invite you into school to discuss the reasons for the poor attendance. In extreme cases, we may seek to work with the local authority to prosecute parents.

Holidays:

Curriculum time lost can severely influence a child's progress at school. Leave of absence will only ever be granted by the Principal in exceptional circumstances, following the completion of an exceptional leave of absence form, **before** any time off is arranged. Government legislation makes it clear that term-time holidays should not be taken and are rarely seen as an exceptional circumstance. Taking unauthorised absence risks having a penalty notice being issued.

Ill Health:

If your child becomes unwell during the day we will make contact with you. For this reason, it is extremely important that we have your most up to date contact details.

Accidents:

If your child is hurt, we will provide first aid. If your child receives a bump to the head, we will always inform you. If your child sustains a significant injury, we will always ring you. If we deem that is necessary, we will call an ambulance and then inform you of our actions.

Class Groupings:

As the children move through the school we may decide to change the class groups between academic years if it felt that this will be beneficial overall.

We are really looking forward to welcoming you and your family to Wicklea Academy. We believe that working in partnership with you, we can provide the highest quality of education. We are excited you are with us at the beginning of this journey and we look forward to the next four years.

