

PARENT INDUCTION BOOKLET JOSEPH LECKIE ACADEMY

ABOUT THIS BOOKLET

This booklet contains some vital information, to support you and your child with transition. If you have any questions regarding the information contained within this booklet, please do not hesitate to contact the Academy at <u>jlatransition2024@josephleckieacademy.co.uk</u> or Academy reception on 01922 721071.

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WELCOME TO JOSEPH LECKIE ACADEMY

Dear Parent/Guardian

Thank you for choosing Joseph Leckie Academy for the secondary education of your child. We look forward to working with you as we face the future together. The Academy has a proven record of excellence in our academic work with some superb results over a number of years and we are one of the best schools in Walsall for student progress. We are also a recognised leader in caring for the social, emotional, and personal development of our students.

We know that you will want to join with the staff of the Academy in supporting us and together supporting your child in developing the knowledge, skills and essential understanding for their life-long learning. Cooperation between us is essential and the Academy is always open for you to visit.

There are so many opportunities available for students within the curriculum and beyond the Academy. For example, all students will be a part of the Academy House system and the Heads of House, along with staff, plan a whole range of fun and exciting competitions and activities throughout the year. We also have a Pledge system whereby students volunteer their time and contribute to the Academy or wider community. In addition, there are a wealth of external curriculum based trips as well as our Activities days in the Summer term.

We hope that your child will make full use of all opportunities we provide and that you will be involved with us in promoting and supporting the education of your child. Together we can ensure that they achieve success and happiness in their time with us at Joseph Leckie Academy - we look forward to working with you and sharing in your child's achievement and success.

Yours sincerely,

James Ludlow CEO



Rachel Cook Associate Principal



MISSION STATEMENT

Our Motto:

"Learn Together, Lead Together"

Our Vision:

We are a community with the courage to learn and lead together. We believe in equality of opportunity and support the achievement and wellbeing of all. We work to improve ourselves and each other, acting with integrity, empathy and kindness and celebrating one another's successes. We care for our surroundings and believe in our ability to inspire as well as achieve.

Our Mission:

At Joseph Leckie Academy, we will:

- Promote our values of empathy, kindness and integrity;
- Value ourselves and each other equally;
- Set high expectations, promote values-driven leadership and encourage a strong sense of community so that every member of the academy can achieve highly and flourish;
- Ensure that every student leaves education with the qualifications, knowledge and skills required to make positive lifestyle choices, to lead healthy and successful lives and to contribute to positively society, enriching their lives and the lives of others;
- Act as guardians of our academy and the wider environment so that future generations may continue to benefit from enjoy the highest quality resources and opportunities.

Our Core Values:

Leadership – we believe in taking positive action and leading others, doing what is right and taking responsibility for our actions.

Empathy – we believe in putting ourselves in the shoes of others and thinking carefully about how our actions will affect other people.

Community – we believe that everything we do should be done in partnership with and for the benefit of our community. We work closely together with members of the community towards a common purpose.

Kindness – we believe that being kind to others and to ourselves is essential for a harmonious and thriving community.

Integrity – we believe in being honest, doing things properly, fairly and for the right reasons.

Environment – we believe that we have a responsibility to protect and enhance our local, national and global environment and are passionate about leaving things in a better way than we found them.

TRANSITION TO JOSEPH LECKIE ACADEMY

We at Joseph Leckie Academy, anticipate that your child may be little nervous or a little unsure about starting secondary school in September. Rest assured there is nothing to worry about, as we are all in this together.

My name is Miss Ravat and I am overseeing Transition this academic year. I believe that the notion of care is to provide every child with the opportunity to be successful and a personal approach to their individual learning needs to ensure that 'no child is left behind'. At Joseph Leckie, we aim to provide your child with a fulfilling and enjoyable learning experience, which will enable them to gain excellent qualifications and explore a range of different extra-curricular opportunities via our 'House System'.

Furthermore, once students arrive at the Academy, our Year 7 Pastoral team led by Mr Taylor will continue to support them with their academic and pastoral needs.

I look forward to welcoming you and your child to our Academy.

Regards,

Miss N Ravat Assistant Principal



MESSAGE FROM HEAD OF YEAR 7

Welcome Year 7 to Joseph Leckie Academy, my name is Mr Taylor and I will be your Head of Year when you start in September. I am really looking forward to meeting you all and getting to know each and everyone of you as you start your secondary school journey. The transition to secondary school is an exciting time, with so many new challenges and opportunities. My role as your Head of Year, alongside your form tutor, is to support you on this journey, develop your academic and personal skills and offer you the chance to flourish. I understand that for students in Year 6 and their parents that this is a huge change for them. It is my job to both reassure you and ensure the process runs as smoothly as possible.

At Joseph Leckie Academy, we aim to embed our core Academy values. We expect our students to show kindness and empathy when interacting with other students and staff. You will have many opportunities at JLA to engage with extra-curricular opportunities, including clubs, trips and themed academy days. We believe in developing the whole child and aim to get to know each child as an individual, so we can help to get the best from them. I hope you have a safe and enjoyable summer holiday and I look forward to

meeting you all in September.

Yours sincerely,

Mr A Taylor Head of Year 7

SAFEGUARDING

What is safeguarding...

At Joseph Leckie Academy, we hold the safety and protection of our students in the highest regard. We understand the importance of creating a nurturing environment that fosters growth, positive connections, and a sense of comfort for every student.

Our dedicated team is committed to ensuring that every student feels supported and inspired so that they can thrive academically and personally. We are devoted to maintaining a safe and secure learning environment for all.

Designated Safeguarding Personnel at the Academy



To ensure our students and staff are kept safe we have a number of policies and procedures in place, which are understood and followed by all staff, governors and volunteers.

All of our safeguarding related policies are available on our Academy website page at <u>www.josephleckieacademy.co.uk</u>

Safeguarding Is Everyone's Responsibility

Please feel free to contact any member of the Leadership Team if you are concerned about the safety of a student from Joseph Leckie Academy.

However, if a child is in immediate danger, please contact:

Police —	999 (emergency)	or 101	(non-emergency)
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- Walsall MASH / Initial Response Service 0300 555 2866
 - Walsall Safeguarding Children Board 01922 658409
- Or if you would like further advice or guidance please contact:
 - NSPCC 0808 800 5000 ChildLine — 0800 11 11 Samaritans — 116 123

IMPORTANT DATES FOR YOUR DIARY

Tuesday 3rd September — Start of Term (School photos)

In addition to this:

Parents will also receive initial feedback on how their child is settling in and have the opportunity to attend a Year 7 Parents Consultation Evening. Dates are still to be confirmed.

TERM DATES FOR 2024 – 2025

Term 1	-	Tuesday 3rd September – Friday 25th October
Half Term	-	Monday 28th October – Friday 1st November
Term 2	-	Monday 4th November – Friday 20th December
Christmas Break	-	Monday 23rd December – Friday 3rd January
Term 3	-	Monday 6th January – Friday 14th February
Half Term	-	Monday 17th February – Friday 21st February
Term 4	—	Monday 24th February – Friday 11th April
Easter Break	—	Friday 14th April — Friday 25th April
Term 5	—	Monday 28th April – Friday 23rd May
Half Term	—	Monday 26th May – Friday 30th May
Term 6	_	Monday 2nd June – Friday 18th July

Summer Holidays

Please be aware, that on occasions, dates may need to alter slightly. You will be notified in good time should this happen.

ACADEMY DAY FOR YEAR 7

8:00 am	_	Main KWB2 Reception Gates will open for breakfast club
8:20 am - 8:28 am	-	Enter academy site via Lord Street Gate, locked at 8:28 am
8:30 am - 9:00 am	-	Form / Assembly
9:00 am - 10:00 am	_	Period 1
10:00 am - 11:00 am	$\boldsymbol{\leq}$	Period 2
11:00 am - 11:15 am	Ξ.	Break
11:20 am - 12:20 pm	-	Period 3
12:20 pm - 1:00 pm		*Lunch for Year 7
1:00 pm - 2:00 pm	-	*Period 4 for Year 7
2:00 pm - 3:00 pm	-	Period 5
3:00 pm	-	End of School (Enrichment Opportunities)

*The time at which students have lunch depends on the year group they belong to.

LUNCH AT THE ACADEMY

All Year 7 students will have lunch between 12:20 pm to 1:00 pm in the academy canteen. The Academy lunches and break-time food services are provided by our own in-house catering team and supported by CMC. We carefully plan menus with well balanced meals, to support students throughout the day and further help with concentration and behaviour.

At the Academy, we use a biometric cashless (student ID) system. This means that students will no longer have to carry lunch money, instead when paying for lunch their student ID badge will be scanned and payment taken from their academy account. Money can be loaded onto the students' account via ParentMail, our online payment system.

If your child is entitled to Free School Meals, please ensure you have completed the online application form.

https://www.josephleckieacademy.co.uk/fsm

ATTENDANCE AND PUNCTUALITY

Regular attendance at the Academy is vital to help your child achieve and get the best possible start in life. Children who frequently miss school often fall behind. There is a strong link between good attendance and achieving good results. Please do not book holidays during term time as leave will only be granted in exceptional circumstances. Where possible, please also keep medical appointments outside of the normal academy day.

If your child is unable to attend the Academy, please notify the Academy as soon as possible.

Punctuality is just as important as good attendance. Being punctual means making sure your child is at school and ready to learn before the bell goes. Please ensure your child eats a healthy breakfast and arrives by 8:20 am every day. We also have a breakfast club available at the Academy and your child can attend this, free of charge, from 8:00 am every day. This will commence from Monday 9th September 2024.

Lost minutes means lost learning and therefore it is equally important that your child gets to the start of every lesson on time.



READY TO LEARN

To ensure you child makes the very best of their learning opportunities, students are expected to have the following items with them during every school day:

- Pens (black, blue, green (for carrying out corrections))
- Pencils
- Ruler
- Rubber
- Pencil sharpener
- Reading Book
- PE Kit (On days they have PE)

Students could also benefit from having a 'Casio fx-85GT CW CLASSWIZ' calculator.

It is highly recommended students bring a school bag pack to keep their personal belongings and a pencil case to contain their stationery.

Stationery and a fully equipped pencil case is available to purchase from the Academy via ParentMail.

MOBILE PHONES AND ELECTRONIC DEVICES

Mobile phones and other electronic devices are not allowed to be used on the Academy premises at any time. We operate an "on site, out of sight" policy so in the event that your child does carry a mobile phone/electronic device to the Academy, this must not be seen or heard from the moment they come through the Academy gates. If a mobile phone is seen / used during the Academy day, it will be confiscated and only returned after an after school detention has been completed.

If you need to contact your child during the Academy day, please contact the Academy Reception and we will get a message to your child as soon as possible.



ACCEPTABLE UNIFORM GUIDE



The Academy uniform and PE kit can be purchased from Clive Mark (Walsall) and Crested Schoolwear (Walsall).

KEY STAGE 3 CURRICULUM

Throughout years 7 and 8, Key Stage 3 students will experience the full statutory range of subjects of the National Curriculum, including citizenship, relationships and sex education, health education, religious education and other aspects of PSHE and careers education.

We offer a broad and balanced curriculum and with a wide range of subjects as well as many enrichment opportunities within and beyond the curriculum. This enables all students to develop the knowledge and skills to prepare them for their next phase of learning and lay the foundation for learning and success for their future.

Our curriculum is ambitious for all our students. It is coherently planned and sequenced so new knowledge and skills are built on prior learning, effectively differentiated, accessible and inspiring to enable all students of all abilities to fully engage in the curriculum and achieve their full potential.

Students are taught within two bands called J and L and are placed into sets within these bands based on prior attainment and ability in a specific subject. Subjects studied at this stage provide excellent foundations for GCSE study, which begins in Year 9.

MORE ABLE

The More Able focus at JLA is about taking students identified as being high ability in their subjects and stretching them further.

We, as an Academy, recognise that there is no such thing as a typical gifted or talented student; each is an individual and demonstrates widely differing patterns of behaviour, skills, aptitudes and attainments.

Some students coming into the Academy may already show behaviours and attitudes associated with being more able. If you believe your child should be considered More Able, please complete the More Able Form on our website's Transition page.

If your child is identified as More Able, they will receive a range of support and additional opportunities from their subject teachers and myself, as the More Able Coordinator.

Mrs H Potter

HOMEWORK

At the Academy, we believe that homework should provide the opportunity for students to enhance their learning. Homework set will reinforce what is learned during school time and allow students to develop their research skills. All homework will be available to students via SharePoint and Class Charts. The Academy Homework Policy is available on our website.

CLASS CHARTS

Class Charts is a website and app that is available to both students and parents/carers allowing everyone to keep track of student achievements and behaviour. At Joseph Leckie Academy we recognise, reward and celebrate the progress, enrichment and achievements of our students and encourage them to make the correct decisions and ensure they get the best possible opportunities whilst at our academy. Class Charts enables staff to reward students positive points which can be used to redeem rewards from the Reward Store.

We take great pride in celebrating the successes of our students and offer numerous activities and events throughout the school year. Hopefully over the coming years, your child is successful in meeting theirs and our aspirations for them and they get to experience some of our fantastic rewards activities to places like Alton Towers, Brean Sands and the Safari Park to name a few!

Students and parents/carers can access student's weekly timetable through the Class Charts website and/or app to ensure that students are well organised and ready to learn each day.

Staff may also share key notices and information through the Announcements module which will keep students and parents/carers notified.

There are times when standards may fall below our very high expectations and it may be necessary to schedule an after school Restorative Discussion with a member of staff. The after school Restorative Discussions can be tracked through Class Charts.

PRIDE OF JOSEPH LECKIE 2024

























Learn together, lead together.

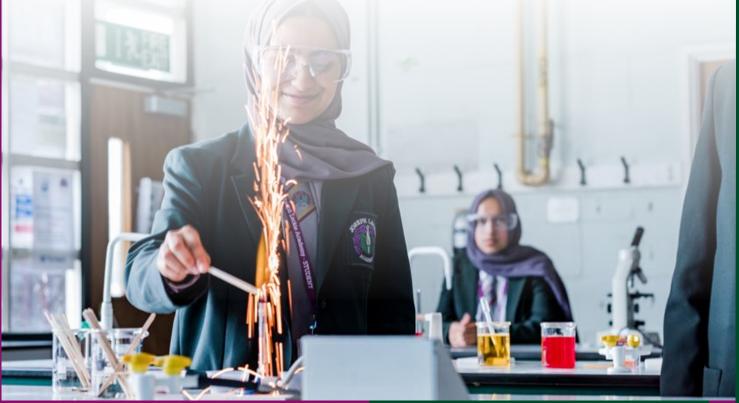
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WELLBEING

At Joseph Leckie Academy, the wellbeing of our students and staff are absolutely critical to our success as a school and we have a mental health, mentoring and support structure that allows students to learn to self-manage their wellbeing as well as knowing where to go in the Academy for support and guidance at times when they need it. Mr Greaves is the leadership team link for Wellbeing and Mental Health and he works alongside Mrs Manning, who is the student wellbeing co-ordinator, in order to provide and manage a wellbeing provision that takes into account the varying student needs that we have in the Academy. As well as a Wellbeing Sharepoint Site that all students can access that guides them to internal and external support sources, we also provide a counselling service on site and bereavement and mentoring services which can be accessed by any student who is referred. We are proud to have been awarded the national Wellbeing Award for Schools in June 2023, which is the culmination of our hard work and team effort towards ensuring that your child's mental health and wellbeing is supported at every stage of their education with us. As part of this, we have 30 Student Wellbeing Ambassadors that are students from every year group who provide peer-to-peer support as well as assisting the wellbeing team with wider Academy projects to improve the wellbeing of our student body. We are a nurturing and caring school with an established wellbeing provision which works towards all students realising that they have different wellbeing needs and requirements. This works towards our Academy values of Empathy, Kindness and Community.

ACADEMY COUNCIL

We have a vibrant Academy Council at Joseph Leckie which, including sixth form, contains over 200 members in total. Each form group elects representatives, democratically, at the beginning of the academic year and these students sit on a year group council which meets once every half term. The councils discuss and make decisions on a full range of requirements for the Academy and ensure that students all have a voice through their representatives on decisions made for current and future planning. These councils then select representatives from each year group to meet with the SLT and explain the findings of their meetings. This process allows students to ensure that their voice is heard and, this year alone, this has led to changes in Academy uniform provision, canteen food provision, the introduction of playground table tennis and basketball facilities and the introduction of the, hugely successful, cultural diversity day. Ofsted have recognised the importance and impact of the Academy Council and we are proud that so many students play such an integral part in the lives of the other students. We have student voice at the core of our provision and believe that this fits in well with our values of Leadership, Environment and Integrity.



STUDENT SUPPORT

The Student Support Department have mentors allocated across all years. We as a department work alongside all Heads of Years and staff within the Pastoral System to ensure the wellbeing and happiness of your child.

The transition process from Primary to Secondary can be very daunting and overwhelming not just for your child but for you as a parent/carer so it's important that you are both supported to ensure a smooth transition.

We are a dedicated team and want every success for your child.

Services we provide to the students at the Academy include:

- One to one mentoring to discuss problems and solutions.
- Individual and group sessions delivering particular programmes of work.
- Support with transition for new students and students with specific needs. This includes individualised timetables to support with integration.
- Help with coursework, home work and organisational skills.
- Referrals to external agencies to support students.
- Help students to overcome barriers to learning.
- Raise achievement and attainment.
- Improve individual social skills and increase self-esteem, confidence and alleviate anxiety.
- Motivate disengaged students.

Our door is always open!

Sarah Smith

Student Support Manager

LEARNING SUPPORT (SEND)

At Joseph Leckie Academy, we recognise that transitioning to a new school can be challenging, particularly for children with additional needs. We are committed to making your child's move from primary school to Joseph Leckie Academy as smooth as possible. To achieve this, we work closely with our feeder schools, Transition Manager, and the Head of Year 7 to gather comprehensive information about your child, to support their transition and understand their preferred learning style.

Using this information, we create a personalised Pupil Passport, which is shared with all staff to ensure they are familiar with how best to support your child. Additionally, we offer extra SEND Transition Days to facilitate a smooth transition and help your child start to become familiar with key members of staff from the SEND Department.

Your child's transition to our Academy is a top priority for us, and we are here to address any questions or concerns you may have to ensure we provide the necessary support for both you and your child. If you have any concerns or queries, please feel free to contact us via our email address at JLASENDinfo@josephleckieacademy.co.uk

Extra-Curricular and Enrichment

At the Academy, we are passionate about encouraging our students to develop a wide range of life skills and offer a variety of activities to help them achieve this.

Some of the activities available are:

Football	Poetry Club	Table Tennis
AfterMath Club	Swimming Club	Laser Cutting
Switch Sports Bowling	Boxercise	Debate Club
Book Club	French Club	Bollywood Dancing
Eco Club	Science Club	Mindfulness Club
Drama Club	Duke of Edinburgh	Trampolining

The Academy also organises an extensive range of trips, activities and residentials during activity days in the Summer Term. These activities provide students with a wealth of new experiences as well as motivate and reward them for successfully completing the academic year.

Pledges

At the Academy, we believe that students should have a rounded experience, built on achieving the best possible academic outcomes and engaging with as diverse and broad an experience of Academy and community life as possible.

In order to further develop this ethos, raise expectations around the importance of engagement from everyone and to celebrate success, we have Pledges. Students are awarded Pledges for their wider contribution to Academy and local community life. Pledges are designed to help students gain confidence, increases self-esteem, and opens up opportunities to them within the Academy.

PHYSICAL EDUCATION

PE Lessons at JLA

All students will have two lessons of PE a week in Year 7. PE allows your child to develop a broad range of life skills such as teamwork, communication and organisation. It is also vital for their physical and mental wellbeing.

At various times of the year, they will take part in a range of physical activities. These may include netball, swimming, football, rugby, volleyball, gymnastics, athletics, softball or rounders.

Extra-Curricular Opportunities

All students are encouraged to take part in extra-curricular clubs and activities while at JLA. A variety of clubs are offered before and after school for students to get involved in. These include cricket, tabletennis, basketball, swimming, football, volleyball, dodgeball and badminton.



Team and House Competitions

As part of the enrichment programme, students are encouraged to take part in a range of house competitions across the academic year. There are also opportunities for students to represent the Academy in fixtures and tournaments against other Walsall schools. For taking part in enrichment activities, students are awarded pledges which are a requirement for attendance on reward trips.





All long hair must be tied back.

HEALTH AND SAFETY

Joseph Leckie Academy No jewellery to be worn for

any PE lessons / clubs.

Football boots must be worn



ACADEMY HOUSE SYSTEM

Our main aim at Joseph Leckie Academy is to ensure your child leaves school equipped with the tools needed for life. The most obvious way to do this is to achieve good exam results but we know there is more to Academy life than this. This is where the house system comes in!

The Joseph Leckie Academy house system runs competitions all year round that are both academic and hobby based. Each student has a duty to compete in competitions, representing their house when they do. Over the past 12 months the house team have coordinated competitions from a wide range of different areas; from Basketball to Bake-offs, from International Women's Day to D-Day Art competitions, from French Café Menu design to FIFA tournaments. Our aim is to ensure every student has at least one competition that they will enjoy taking part in.

By assigning each student to a house and running competitions we aim to develop a sense of pride and belonging in students, making them feel they belong to the Academy family. The competitions also promote a healthy competitive nature and ensure students are ready for highs and lows later in life. The four houses at Joseph Leckie Academy are based on the Constellations, they are...



Hercules house is led by Mr Grainger and are named after the Greek Mythology hero. Hercules members wear Green.



Perseus house is led by Mr Miah and are named after the Greek Mythology hero. Perseus members wear Red.



Orion house is led by Miss Cannon and are named after a Hunter from Greek Mythology. Orion members wear Blue.



Zodiac house is led by Mr Smith and are named after a group of Stars in the sky.

Zodiac members wear Yellow.









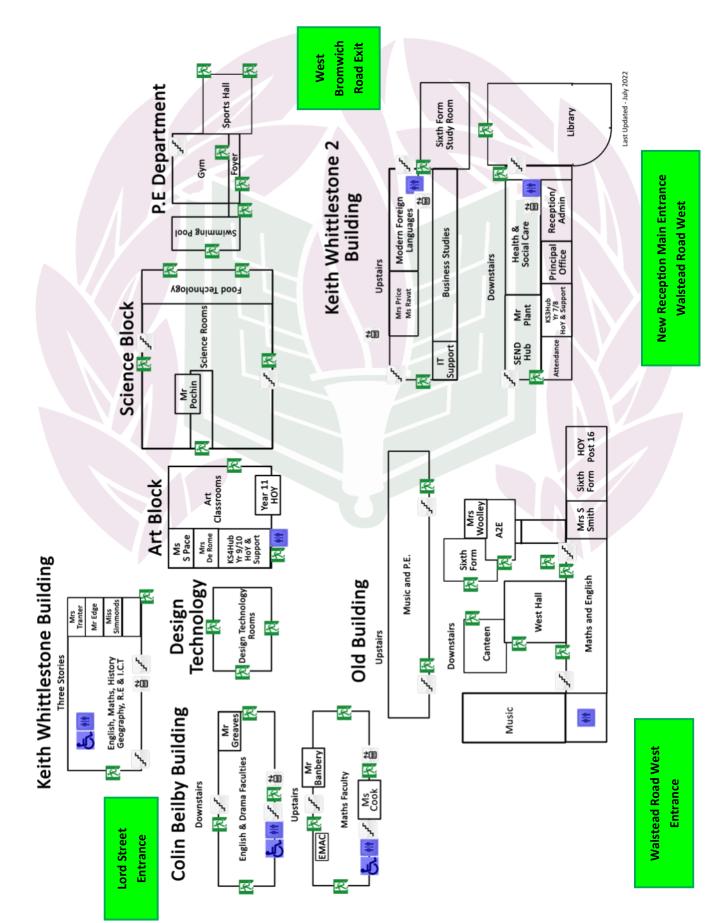
LIBRARY

At Joseph Leckie Academy, we encourage students to read as much as possible. Studies show that children who read for enjoyment every day, not only perform better in tests than those who don't, but also develop a broader vocabulary, increased general knowledge and have a better understanding of other cultures. Reading also empowers children, it improves their overall metal health, helping them to be resilient and happy.

The Academy Library is your child's gateway to a wealth of resources to help with homework, projects, research and reading for pleasure. The Library has over 10,000 books (fiction and non-fiction), online subscriptions and eBooks. We also have a qualified Librarian to help your child with their homework, research and reading.



ACADEMY SITE MAP



FREQUENTLY ASKED QUESTIONS

Who do I contact for any Transition queries?

Miss Ravat is the Academy lead for Transition and can be contacted by email on <u>ilatransition2024@josephleckieacademy.co.uk</u> You can also contact the Academy reception on 01922 721071, to leave a message.

How can I keep up to date with the latest information regarding Transition?

Please feel free to continue visiting the Transition page on the Academy website at https://www.josephleckieacademy.co.uk/transition2024 or alternatively visit our social media pages on https://www.josephleckieacademy.co.uk/transition2024 or alternatively visit our social media pages on https://www.josephleckieacademy.co.uk/socialmedia

My child is the only one coming to JLA from their primary school. As a parent, I am really worried. What provisions would be put in place?

We have a number of students coming from a number of Primary Schools. We have ensured students who are coming to JLA on their own, are paired in a form with another student in the same situation to enable them to make new friends and settle in well.

My child is really anxious and worries about starting Secondary school. How will they be supported at JLA?

All children are nervous and excited to start Secondary School. If they are worried or unsure about anything they can talk to their form tutor/subject teacher, Mr Taylor (Head of Year) or any other member of staff at JLA who will be more than happy to help. We are here to provide the best support and guidance possible, both academically and pastorally.

What subjects will my child study in Year 7?

At Joseph Leckie Academy, students will experience the full statutory range of subjects from the National Curriculum. This includes core Subjects (Maths, English, Science and Physical Education), Humanities (History, Geography, Religious education) Technology, ICT/Computer Studies, Art, Music and French.

What is ParentMail?

ParentMail is our online payment system at the Academy. Money can be transferred on to your child's account via the app to pay for Academy lunches, trips and the purchasing of Academy items.

Further information on ParentMail can be found at https://www.josephleckieacademy.co.uk/page/?title=Parent+Mail+%28Payments%29&pid=48

Are students allowed to bring water bottles into school?

As part of our drive to support the environment, we do not allow plastic bottles on the Academy site. Students need to bring reusable water bottles, which they can refill on site.



Joseph Leckie Academy

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