

The Priory City of Lincoln Academy Information Booklet 2016-17



The Priory City of Lincoln Academy

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Headteacher

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Our Academy

Introduction

This section of the prospectus contains more detailed information about the Academy, including rules, guidelines and statistical data. The Priory City of Lincoln Academy has an expectation of high standards of uniform and behaviour. With considerable attention to detail, we set out clearly what is expected of our students and we suggest to all prospectivemembers of our Academy that if you join us, you have 'signed up' to follow all of our rules, not just the ones that are convenient. We always ask parents for their support in this and are delighted by their positive response.

Admissions

The Priory City of Lincoln Academy has a Published Admission Number of 150 pupils. Applications are made in accordance with the local authority's co-ordinated admission arrangements and are made on the Common Application Form provided and administered by Lincolnshire County Council. For further details, please refer to the Lincolnshire County Council website - school admissions. Where the number of applications for admission is greater than the Published Admissions Number, applications will be considered against the criteria set out below:

The Priory City of Lincoln Academy will first accept all pupils with an education, health and care (EHC) plan or a statement of special educational needs which names the Academy.

After the admission of pupils with EHC plans or statements, the criteria below will be applied for the remaining places, in the order in which they are set out below:

- a. looked after children, or previously looked after children, sometimes referred to as children in public care
- b. applicants who achieve the minimum standards needed for admission on the basis of aptitude for sport

In the event that more than 15 applicants achieve the minimum standard, the 15 places will be offered to the applicants with the highest scores in the assessment. Any remaining applicants will then be considered using the criteria in paragraphs c to f below. In the event that fewer than 15 applicants achieve the minimum standard, they will all be admitted and the remaining places will then be made available to other applicants using the criteria in paragraph c to f below.

- c. siblings of pupils who are on the roll of the Academy at the time of the application
- d. children of a member of staff of the academy who has been employed at the academy for two or more years at the time of the application

In the event of more applicants than places under criteria c and d above, children living nearest to the school have priority, using criterion e.

- e. children who live nearest to the Academy as the crow flies from the Academy's main entrance to the post office address point of the child's home.
- f. as allowed under the School Admissions Code, children of staff in shortage areas recruited after 1st March in the year of admission may be considered as exceptional admissions.

The Academy will admit up to 15 places on aptitude. Parents who wish to seek a place at the Academy for their child based on aptitude for sport are asked to present their child for the assessment the year preceding entry on the notified date.

Parents who wish their child to take the assesment should request, complete and return the assesment application form which is available from the Academy at least one week before the assesment.

Full details of the Admissions Policy and Admissions Arrangements are available on the Academy's website.

Academy Times

The Academy Year 2015/16

Term	Start	End
Term 1	Thursday 3rd September 2015	Friday 23rd October 2015
Term 2	Monday 2nd November 2015	Thursday 17th December 2015
Term 3	Tuesday 5th January 2016	Friday 12th February 2016
Term 4	Monday 22nd February 2016	Thursday 24th March 2016
Term 5	Monday 11th April 2016	Friday 27th May 2016
Term 6	Monday 6th June 2016	Tuesday 19th July 2016

The Academy Year 2016/17

Term	Start	End
Term 1	Thursday 1st September 2016	Friday 21st October 2016
Term 2	Monday 31st October 2016	Tuesday 20th December 2016
Term 3	Wednesday 4th January 2017	Friday 10th February 2017
Term 4	Monday 20th February 2017	Friday 31st March 2017
Term 5	Tuesday 18th April 2017	Friday 26th May 2017
Term 6	Monday 5th June 2017	Friday 14th July 2017

The Academy Day

	Start	End
Form time	8.30	8.45
Period 1	8.45	9.45
Period 2	9.45	10.45
Break	10.45	11.00
Period 3	11.00	12.00
Lunch	12.00	12.30
Period 4	12.30	1.30
Period 5	1.30	2.30
Enrichment	2.30	3.30

Curriculum

Key Stage 3 Curriculum from September 2015

These are the lessons each student will have per week; we have a two week timetable which means for some students there is a variation from Week 1 to Week 2 in their timetables.

Subject	Number of periods (Over 2 weeks)
English	8
Mathematics	8
Science	6
Art	2
Design and Technology	6
French	4
Geography	4
History	4
Physical Education	4
Performance	2
Religion and Ethics	2
Total	50

For Year 9 students there are 15 lessons a fortnight in which they choose 3 subjects from: Art, Food, Engineering, Product Design, Drama, Music and Languages.

Key Stage 4 Curriculum from September 2015

Subject	Number of periods (Over 2 weeks)	
	Year 10	Year 11
Core Subjects		
English	8	8
Mathematics	6	8
Science	8	8
Religion and Ethics	0	4
Physical Education	4	4
Option 1	8	6
Option 2	8	6
Option 3	8	6
Total	50	50

Uniform

We consider uniform to be very important and our strict approach is appreciated by parents. We believe that the uniform code contributes to the values of our academy. It is modern, it provides students with an identity and it helps to promote a purposeful approach to learning. There is an expectation that all members of the Academy will strive to look their best. For students this will mean wearing the Academy uniform correctly when travelling to, from and within the Academy and when on Academy trips and visits.

Academy uniform - Girls

- Black blazer with Academy badge
Either: Black trousers in classic trouser cut, or black skirt (not tight fitting and must be knee length)
- White shirt and Academy clip on tie
- Black ankle socks or plain black tights with skirt or with trousers
- Black plain safe and flat shoes (not canvas, plimsolls or trainer style)
- Black V-necked pullover (optional)
- School bag (large enough to carry A4 file, books and essential equipment)

PE Kit - Girls

- White ankle socks and navy knee length socks
- Red Academy polo shirt
- Navy shorts
- Training shoes (not canvas or plimsolls)
- Football boots and shin pads
- One piece swimming costume
- Towel
- Red fleece (optional)

Academy uniform - Boys

- Black blazer with Academy badge
- Black trousers in classic trouser cut
- White shirt and Academy clip on tie
- Black or grey socks
- Black plain safe and flat polishable shoes (not canvas, plimsolls or trainer style)
- Black V-necked pullover(optional)
- School bag (large enough to carry A4 file, books and essential equipment)

PE Kit - Boys

- White ankle socks and navy knee length football socks
- Red Academy polo shirt
- Navy shorts
- Training shoes (not canvas or plimsolls)
- Football boots and shin pads
- Swimming trunks/shorts (not knee length)
- Bermuda shorts)
- Towel
- Red fleece (optional)
- Outdoor Coat
- Dark colours and large enough to wear over the blazer.

Jewellery

Students may wear one single plain stud in the lobe of each ear. Students must not have other piercings done if there is insufficient time for them to heal. It is simply not appropriate for them to come to the Academy with plasters over their piercings or with clear retainers. Earrings must be removed for PE without question. Students may only wear lapel badges that have been awarded to them by the Academy.

Hair

Students are expected to keep hair clean and tidy. Skinhead, Mohican, tramline or any other extreme hair style is not permitted. Students with these styles will be withdrawn from lessons. Hair dyed in unnatural colours is not permitted.

General Comments

If medical or personal reasons mean that a student is unable to wear full uniform then parents/carers are asked to contact a member of the pastoral team at the earliest convenience.

The following are not permitted: Jeans and cords; trousers with decorative zips, patches or flares; training, slipper style or canvas shoes, or heavy boots. Outdoor clothing should be without studs or slogans and should not be worn in the building. Cardigans, jumpers or sweatshirts do not constitute 'outdoor clothing' and must not be worn over the uniform. Trainers should only be worn for PE.

Aerosols

Aerosols are not to be used anywhere on the Academy site, as they can cause serious medical issues.

Uniform Suppliers

Uniform Direct
High Street, Lincoln
t. 01522 510016

Price & Buckland Schoolwear
(on line only)

Standards of Dress for 6th Form Students

This is a traditional uniform policy and it is this way in order to prepare you for the rigours and traditions of working life and as such the emphasis is on a smart appearance.

What to wear

Male students are expected to wear a traditional suit with matching coloured jacket and trousers, a shirt, a tie and plain, dark-coloured leather shoes. A smart jumper or waistcoat may be added under the jacket as long as the tie is clearly visible. Top buttons should be fastened at all times. Sleeves on shirts can long or short, but long sleeve shirts may not be rolled up. House badges must be worn. Any other badges are to be academy badges. Earrings are not to be worn.

Female students are expected to wear a traditional suit with matching coloured jacket and knee length skirt (within 4cm) or full length trousers, and an appropriate shirt/blouse/smart jumper which covers the shoulders. Cardigans may be worn underneath jackets, but only without the jacket when in a classroom. Tights must be dark coloured and plain. Dark-coloured, plain, leather, low heeled shoes should be worn to suit smart attire. You may wear boots only if made from leather or look like leather. If wearing boots with a skirt, the boots must be knee-length. When considering whether to wear make-up, it must be suitable for attending a place of work or a job interview. House badges must be worn. Any other badges are to be academy badges. One pair of earrings in the lower earlobe can be worn.

What not to wear

Jackets: no short sleeved jackets, or sleeves rolled up; must be longer than the shirt/blouse/top underneath.

Tops: for girls, no T-shirts, polo shirts, see through or sheer tops, vest/strappy tops or other T-shirt type or casual looking tops. No exposed midriffs, backs, shoulders or low-cut tops.

Trousers: no cropped or æ length, skinny, harem, jeans-style, tapered or tight-fitting trousers.

Skirts: do not wear tight fitting, bodycon or stretch skirts, scalloped skirts or skirts with large splits.

Shoes: do not wear shoes which are open at the front or back, canvas or suede shoes, any which have decorative detail (tassels, glitter, sparkles etc) and boots must not have turnovers. Ballet shoes must have a substantial sole.

Decoration: Jewellery is to be kept to a minimum, no earrings in upper parts of the ear, no extreme hairstyles or obviously or brightly dyed/streaked hair, no visible tattoos, no belts worn out of the loops or with very large buckles, piercings anywhere on the face, arms, neck etc, no flowers or decorative hair pieces, no patterned tights and hats and scarves not to be worn inside the classrooms.

Coats: no leather, fur, faux fur, denim or hoodie-style coats.

If there is debate about an item of clothing, the Headteacher's decision on the matter will be final.

General Information

Insurance

Parents are reminded that we do not accept responsibility for personal property. Students are strongly advised not to bring expensive items to the Academy. Parents should initially check their household insurance policy to see that they are covered. The Academy does not accept any liability.

Mobile phones and cameras

Whilst we understand that mobiles have, to an extent, become a useful security item, they bring with them significant problems. Whilst on site, mobile phones must be turned off and remain off. Students are advised to be discreet in the use of their phones during their journeys to and from school in order to prevent them becoming a target of aggravated phone theft. The taking of photographs of any kind, on the Academy site, is done so with the prior permission of the Headteacher only. Possessing images taken on our site, even if it is of friends, can lead to problems.

Calculators

It is beneficial for students to have a simple scientific calculator. They can be purchased from the Academy shop and are suitable for students up to the end of their GCSE courses. Mathematics and Science teaching staff will be pleased to offer advice on such a purchase.

Academy shop

The shop provides many items useful in the day- to-day life of our students, including a full range of stationery.

This ensures that the excuse of forgetting these items is a thing of the past. During term time, the shop is open at break and lunchtimes.

Charging for activities

The Priory City of Lincoln Academy does not charge fees for tuition. Charges may be necessary for activities which take place in Academy time or which form part of the curriculum studies of the Academy. In some cases, the Academy may invite parents to make a voluntary financial contribution to activities which are additional to the basic curriculum. However, there will be no obligation to make such contributions and equality of opportunity for all students will be maintained, irrespective of any voluntary contributions. The only exception to this is for external music tuition where there will be a charge which is payable in advance.

Academy trips

Trips are a valued part of our provision. Their success is due to the dedication and commitment of the staff who carry out these voluntary duties. It must be remembered that there is no automatic right for students to participate in these activities and the Academy, therefore, reserves the right to decide on the composition of any trip. The inclusion of students is on the understanding that their standard of behaviour, progress in their work and commitment to the wearing of their uniform is acceptable. If they fall short in these areas, then the Academy reserves

the right to exclude students from the trip. Similarly, as students represent The Priory City of Lincoln Academy on the trip, it is essential that their behaviour reflects our high expectations. Failure to adhere to the requirements of the trip, including the wearing of smart casual dress (as set out in a kit list) and excellent behaviour throughout, could result in students being: withdrawn from the trip; sent home from the trip; prevented from involvement in future trips. The Academy's decision is final.

Further Information

Detentions

Detentions take place for one hour at the end of formal lesson time. Students are placed in this only as a last resort and parents are given the statutory 24 hours' notice before this occurs. This is not a voluntary activity and, although parental agreement is not required, we seek to work together on this.

Behaviour outside the Academy

Students must apply the same high standards of behaviour when wearing uniform outside of the Academy as they do within it.

Sex and relationship education

There is a programme of sex and relationship education within the curriculum in order to assist students to have due regard for moral and social considerations.

In particular, the aims of the Academy's Sex and Relationship Policy are to support the personal, moral and social development of all students and ensure that they have the ability to accept their own and each other's sexuality. They should learn to enjoy relationships based on caring, mutual respect and responsibility whilst learning to take responsibility for the health of themselves and those around them.

Arrangements for pupils with special educational needs (SEN)

The criteria for admitting students with SEN are the same as for other students except where the LA decides that mainstream education is not appropriate.

Parents of a student with a statement for Special Educational Needs should discuss their child's needs with the Academy before an application is made.

Religious Education

RE is provided for all students in accordance with the Lincolnshire Agreed Syllabus of Religious Education. A daily act of collective worship is held. Parents have the right to withdraw their child from this act of religious worship and other religious education by making a written request to the Headteacher. The Academy has no affiliation with any religious denomination.

Equality opportunities and diversity

The Academy is committed to providing equal opportunities for all. The Academy's policy is available on the website.

Website

The Academy website contains links to a full range of policies including: Admissions, Safeguarding and Child Protection, Sex and Relationship Education, Health and Safety and Anti-Bullying.

Expressing your concerns

We are fully committed to providing the best possible education for your child. However, we realise that sometimes things go wrong and that this can be an anxious time. Most concerns can be resolved through contact with your child's Form Tutor (via the planner) or by contacting one of the pastoral team, in the first instance the Pastoral House Manager. If you feel that an issue has not been

resolved, then our Deputy Head can be contacted in writing or by phoning the school reception. We will try to deal with your concerns within 24 hours, but certainly within five working days. If you are still unhappy, we will provide you with information about your rights and the different ways in which you can pursue your concerns.

Table of Results

Key Stage 4 Results: 2014/15

	A*	A	B	C	D	E	F	G	Entries	%A*- C
Additional Science	1.9	9.3	18.5	46.3	18.5	3.7	0	0	54	75.9
Art	2.4	4.9	14.6	41.5	12.2	14.6	2.4	2.4	41	63.4
Biology	0	15.4	38.5	23.1	23.1	0	0	0	13	76.9
Business BTEC	0	0	4.5	63.6	0	0	0	27.3	22	68.2
Chemistry	0	15.4	46.2	30.8	7.7	0	0	0	13	92.3
Drama	11.8	23.5	47.1	17.6	0	0	0	0	17	100
ECDL	26.1	34.8	34.8	4.3	0	0	0	0	23	100
Electronics	0	0	0	30	0	40	20	10	10	30
Engineering BTEC	0	5.6	22.2	50	0	0	0	16.7	18	77.8
English	0.7	6.6	27.2	27.9	18.4	7.4	5.1	1.5	136	62.5
English Literature	0	3.7	15.7	24.6	20.1	17.2	7.5	8.2	134	44
French	0	38.5	46.2	15.4	0	0	0	0	13	100
Geography	7.7	7.7	30.8	11.5	38.5	0	3.8	0	26	57.7
Health & Social Care	28.1	46.9	18.8	3.1	0	0	0	0	32	96.9
History	12.1	15.2	24.2	18.2	6.1	9.1	6.1	3	33	69.7
Hospitality & Catering	3.7	7.4	40.7	14.8	11.1	14.8	7.4	0	27	66.7
ICT	0	5.9	2.9	11.8	11.8	11.8	20.6	20.6	34	20.6
Mathematics	1.5	9.6	16.2	29.4	21.3	8.1	4.4	4.4	136	56.6
Music	0	0	100	0	0	0	0	0	1	100
PE GCSE	2	12	12	26	24	14	8	2	50	52
Performing Arts (Dance)	27.3	9.1	27.3	18.2	0	0	0	18.2	11	81.8
Physics	0	7.7	46.2	23.1	23.1	0	0	0	13	76.9
Product Design	0	11.1	22.2	55.6	11.1	0	0	0	9	88.9
Religion & Ethics	5	19.2	18.3	19.2	10.8	7.5	7.5	9.2	120	61.7
Principle of Science BTEC	1.9	3.7	20.4	68.5	0	0	0	5.6	54	94.4
Application OF Science BTEC	15.6	18.8	43.8	21.9	0	0	0	0	32	100
Science Core GCSE	0	14.8	18	41	19.7	4.9	0	0	61	73.8
Sociology	0	18.8	6.3	31.3	0	18.8	25	0	16	56.3
Statistics	0	3.1	9.9	26	16.8	15.3	14.5	11.5	131	38.9

Figures may not total 100% because of rounding.

Table of Results

Sixth Form Results: 2014/15 Academic

	A/A*	B	C	D	E	No of Entries	% A-E
Accountancy	1	0	0	0	0	1	100
Art	0	0	0	1	0	1	100
Biology	1	0	1	1	0	3	100
Chemistry	1	0	0	0	0	1	100
English Literature & Language	0	0	2	2	1	5	100
Geography	0	0	1	0	0	1	100
Government & Politics	1	0	0	1	0	2	100
History	1	3	4	0	1	9	100
Further Mathematics	1	0	0	0	0	1	100
Mathematics	2	0	0	1	1	4	100
Physics	1	0	0	0	1	3	80
Product Design	0	0	1	0	3	4	100
Psychology	0	0	3	0	0	3	100
Religious Studies	1	1	0	0	0	2	100
Sociology	0	0	5	0	0	5	100

Vocational

	D*	D	M	P	No of Entries
Business Studies	3	0	2	0	5
Engineering	4	0	3	0	7
Forensic/Medical Science	6	5	1	0	12
Health & Social Care (Diploma)	18	0	0	0	18
Health & Social Care (Extended Diploma)	7	0	0	0	7
Health & Social Care (Sub Diploma)	22	0	0	0	22
Information Technology	3	0	3	1	7
Sports Studies	4	1	1	0	6

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