

# The Ripley Academy



## Information for Parents 2022-2023

**Achieving Excellence Together**

A member of the East Midlands Education Trust





**The Ripley Academy  
Peasehill  
Ripley  
Derbyshire  
DE5 3JQ**

**Telephone:** 01773 746334  
**Email:** [enquiries@ripleyacademy.org](mailto:enquiries@ripleyacademy.org)  
**Website:** [www.ripleyacademy.org](http://www.ripleyacademy.org)

The following are included in this booklet.

If you require any further information please contact Student Support who will be pleased to help.

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## Aims of the Academy

- To value excellence and achievement in helping students to fulfil their learning potential.
- To have high expectations of students and to seek to "expand their horizons" giving them an understanding of their own community, as well as global society and culture.
- To provide a stimulating and enjoyable curriculum that meets the needs of every student, allowing students of all abilities to be successful.
- To provide a disciplined, caring, and fair learning environment with equality of opportunity for all.
- To promote mutual respect and good relationships between staff and students.
- To provide a wide range of extra-curricular activities.
- To develop a close partnership with parents and carers in the education and personal development of their children.
- To develop The Ripley Academy as a true community Academy, working with a wide range of local schools, organisations and individuals.



Mrs H Frost-Briggs, Headteacher



Mr J de Rijk, Head of School

NB – 'Principal' in this document refers to either the Headteacher or the Head of School

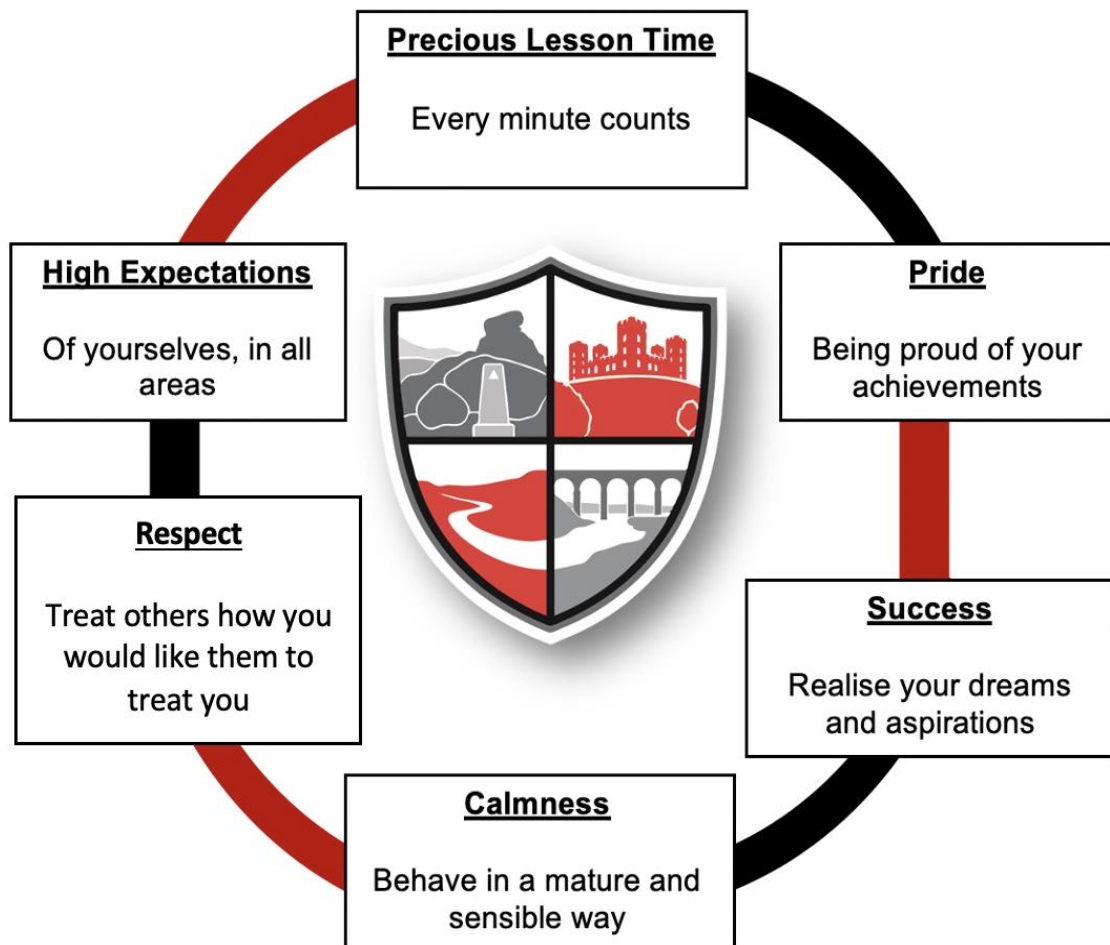


## Our Ethos and Values

By valuing people as individuals, we encourage our students to be courteous, tolerant and considerate to others

The Ripley Academy has high expectations of its staff in terms of the quality of teaching, guidance and support and of our students in terms of their behaviour, attitude and the pride that they take in their learning.

As a school we are highly aspirational with a core set of traditional academic values, a firm but fair behaviour code and high standards in terms of student effort, punctuality and uniform. Our commitment to students is that we will help them to fully realise their true potential and encourage them to live the values shown below in daily school life.



‘Creating a safe and welcoming learning environment for our community to ensure excellence and achievement for all.





## Admissions Policy

Please refer to the full policy details on the school website.

### Attendance



It is necessary for all students to attend the Academy every day except in the following circumstances:

- Student's own illness
- Medical or dental appointment (these should be arranged outside of school hours as far as possible)
- In exceptional circumstances for a domestic or a private matter with prior permission for the absence

### **Parents/carers should phone the Academy on the first day of absence prior to 9am.**

Students must not leave the Academy premises without a letter from home to explain the reason; they should then sign out at reception.

Students are expected to stay on the Academy premises during break and lunchtime.

### Safeguarding and Child Protection

We would like to make parents/carers aware that the Academy is required to take any reasonable action to ensure the safety of its students.

In cases where the Academy has reason to be concerned about a child's welfare the Head of School is obliged to follow the Child Protection procedures established by the Derbyshire Area Child Protection Committee and the Academy Child Protection Policy and to inform Social Care of any concerns.

### Holidays

The Government amendments to the Education (Pupil Registration England) Regulations 2006 came into force on 1st September 2013. These regulations state that schools may not grant any leave of absence for holidays during term time unless there are exceptional circumstances; in such cases, if leave is granted, it is the Head of School who determines the number of days a child can be absent from the Academy.

Parents requiring their child to have leave of absence for exceptional circumstances should write a letter to the Head of School at least two weeks before the anticipated start date. The reason for the request should be given in detail.



Applications should be made before the leave is arranged as absences cannot be granted retrospectively.

Parents/carers who take their children on holiday without permission will incur an unauthorised absence for their child; these remain on the child's record and will be monitored for further action by the academy's Attendance Officer. Parents may be issued with a fixed penalty notice and/or court action.

## Home School Agreement

This is available on the Academy website and by contacting Student Support.

## Involving Parents and Carers

Several data reports are published throughout the year to inform parents of their child's progress. One parents/carers consultation meeting will also be held per year group; this is an opportunity for parents/carers to meet each subject teacher.

If parents/carers are concerned about their child's progress, or any other school-related matter it is always possible to make an appointment with the school to discuss this. In these circumstances it helps us to have a day or two of notice before the visit so that we can obtain the most up-to-date information in readiness for the discussion.

Parents/carers have access to the Academy records for their child, in accordance with our Freedom of Information policy. Parents/carers who wish to see their child's file are invited to make an appointment with the Deputy Headteacher so that any points raised can be discussed and resolved appropriately.



School partnership with parents/carers is very important and we trust that parents/carers will not hesitate to approach us whenever they feel there is cause for concern. We in turn will be pleased to contact parents/carers whenever we consider this could be helpful to support learning outcomes.

## Prospective Student Enquiries

**Years 7-11** Mr J de Rijk, Head of School

**Years 12-13** Mrs E Taylor, Head of Sixth Form



## Rewards

Teachers will sign students reward cards when they demonstrate scholarly behaviour.

Typical actions that will result in a signature are:

<b>P</b>	Pride	Work is presented to the expected standard.
<b>R</b>	Respect	Display of respect / good manners to all members of the class.
<b>A</b>	Attendance/ Attitude	100% attendance for 1 week / maintaining a positive attitude to learning and demonstrating resilience
<b>I</b>	Independent	Being actively involved in learning, exhibiting scholarly behaviour, attempting extension tasks.
<b>S</b>	Success	Reaching or exceeding target levels on assessments
<b>E</b>	Extra-curricular	Contributing to The Ripley Academy community e.g. being part of a sport's team, supporting at an information evening.

The collection of signatures will result in:

Number of Signatures	Academy's acknowledgement
50	1st email home
100	2nd email home and queue jump
150	Bronze certificate
200	Silver certificate
250	Gold certificate
300	Platinum certificate
350 and subsequent 50	Lucky dip prize - entry into Prize Draw

## Student Support

On entering the Academy, students are grouped in forms of approximately 30 students. The forms contain students from only one year group.



As students move up the Academy, they are grouped in various ways for lessons as explained in the section about the curriculum. The role of the Form Tutor is to get to know students and their families as well as being the main link between home and the Academy. Contact with the Academy should be made through Student Support in the first instance.

The Form Tutor will also help to organise social events involving members of the form, as well as their participation in various competitive and fund-raising activities.

The work of the Form Tutors in each house is supported and co-ordinated by the



Deputy Headteacher and the Heads of Year, alongside Student Support Co-ordinators who have responsibility for the pastoral care of all students.

Normally Form Tutors have first responsibility for the welfare of students, their progress and conduct, their appearance, their participation in Academy activities and their general well-being in the Academy.

## Times of the Academy Day

	TIME
REGISTRATION	8.40 am – 9 am
PERIOD 1	9 am – 10 am
PERIOD 2	10 am – 11 am
BREAK	11 am – 11.20 am
PERIOD 3	11.20 am – 12.20 pm
PERIOD 4	12.20 pm – 1.20 pm
Lunch	1.20 pm – 2 pm
PERIOD 5	2 pm – 3 pm
Extra-curricular clubs	3pm – 4pm







## Teaching and Learning

Teachers employ a wide range of teaching and learning styles which:

- Match learning outcomes to pupils' individual needs and abilities
- Ensure students are active in their learning
- Monitor pupil progress towards individual learning targets
- Provide individual guidance on "how to improve" to both students and parents/carers
- Motivate and engage students by ensuring lessons are interesting, challenging and relevant

## The Curriculum

The Academy's Curriculum embraces many of the aims of the National Curriculum in that it is balanced and broadly based in order to:

- Promote the spiritual, moral, cultural, mental and physical development of students
- Prepare students to enjoy learning and achieve well in life
- Prepare students for the opportunities, responsibilities and experiences of adult life
- Help students to stay safe and understand any issues related to their personal well being

The Academy promotes British Values which are:

- Respect and tolerance of all groups within society
- Respect for law and order
- An understanding of Christianity and its influence on the morals of society
- An ability to reject extreme ideas through logic and rational debate
- An understanding of British History
- Celebrating diversity and equality
- A respect for diversity and difference
- A respect for democracy and the democratic process
- A respect for human rights

At Key Stage 4 we offer a curriculum with greater flexibility allowing students to choose to spend more time pursuing subjects for which they have a greater aptitude or are particularly interested in.

Vocational courses are available in some specialisms e.g. Health & Social Care, Sport and Travel and Tourism.

For further details of all programmes of study across Years 7 – 13 please refer to the Academy website.





## Careers Education and Guidance

Careers Guidance is delivered as part of the PSHE programme as well as extra-curricular tutor activities which provide students with further information.

Access is available through a number of sources to a wide range of impartial information. Work Experience takes place in Year 10 and Year 12.

In Year 11, all students have at least one scheduled careers interview with a senior member of staff and external careers advisor.

In Years 12 and 13, students are supported through liaison with local universities, visiting speakers and a visit to the Higher Education Fair.



## Gifted and Talented/Most Able

Students who are academically very able are given a range of opportunities to enrich their curriculum, stretching and motivating them. It is expected that taking part in such activities will enable students to perform at a higher level as well as raising their aspirations for the future.

Students who are talented in areas such as music, sport, art and drama will have numerous opportunities to develop these talents.

## Homework

It is the Academy's policy that tasks will be set regularly for all students. There will be varying requirements according to the age of the student and the nature of the subject.

Parents and carers are asked to support staff in ensuring that tasks are completed punctually and to a suitable standard. Homework will be recorded via Show My Homework (Satchel One platform) for students to complete; parents and carers are supplied with their own password to Show my Homework.

**Show my Homework** is a web based tool which teaching staff use to set all homework. Students can access Show My Homework on a variety of platforms, including smart phones, tablet computers, laptop computer and desktop computer. Students without access to any of the above can use the ICT facilities in school both before and after school every day.



## Literacy and Numeracy Across the Curriculum

At The Ripley Academy we endeavour to develop our students' numeracy skills in every subject area. We do this by providing opportunities in lessons that allow them to complete tasks that require them to utilise and practise their skills. For example, in Science, students will have to perform many calculations, in Modern Foreign Languages they get to learn and discuss currencies and in Music they develop their ability to spot patterns.



Literacy is at the heart of learning. We pride ourselves on equipping students with the required skills in reading, writing as well as speaking and listening. The Ripley Academy offers an extensive range of literacy opportunities for students, both in and out of the classroom environment. Class readers are used to provide students with regular opportunities to read aloud.

We have a Buddy Reading scheme at The Ripley Academy, which allows Key

Stage 4 and Key Stage 5 students to support students in the younger years with their reading. The scheme has proven to be a real success, with some students making



outstanding progress over a short period of time. Sixth Form students have also found that this has enhanced their own communication skills and it has inspired some students to pursue careers in teaching and mentorship. Sixth Form students also attend Buddy Reading sessions at our local feeder primary and junior schools.







## Music, Art and Drama

A wide variety of clubs and groups are offered to students across all Key Stages.

There are opportunities to perform both within the Academy and its wider community.



A range of instrumental and vocal groups meet regularly in order to practise for concerts and carol services.

Individual instrumental tuition is available. Details of charges are provided at the start of each academic year.

Drama and musical productions of various types are staged at different times during each academic year. Details will be provided to students as and when they become available.



## Out of Hours Learning Opportunities (after 3.00 pm)

The Academy offers a variety of activities which range from assistance with homework and access to computers, to sports and special interest clubs. Details of these opportunities are made available to students during the Autumn term.

## Religious Education (RE) and Collective Worship

This subject forms part of Humanities taught at Key Stage 3 and covers aspects of many different religions.

Students can choose to take a full GCSE course in Religious Studies at Key Stage 4 and A-level RE and Philosophy in Years 12 and 13. In addition to this, RE forms part of the Key Stage 4 PSHE curriculum.

Parents/carers have the right to withdraw their children from all, or part of, Religious Education lessons and/or collective worship, but we ask that this be put in writing. The Academy is not affiliated to any religious denomination.







## Relationship and Sex Education (RSE)

The Academy's RSE policy follows the Government guidelines. Relationship and sex education in the Academy is part of a shared responsibility, with parents/carers and the community to ensure the personal and social wellbeing of young people.

Our programme aims to present facts in an objective, balanced and sensitive manner set within a clear moral framework of values and an awareness of the law on sexual behaviour. It covers basic information about human reproductive processes and behaviour and also looks at broader emotional and ethical dimensions of sexual attitudes. All sex education is appropriate both to the age and general development of students in each teaching group and is always in the context of the prime importance of the quality of personal relationships and staying safe.

A copy of the RSE policy is available via the school's website and includes a detailed teaching programme on this topic. Parents/carers have the right to withdraw their child from sex education lessons if this is their wish; such requests should be put in writing to the Head of School.

## Special Educational Needs

Students with Special Educational Needs in all year groups (7 - 13), will find support available from their teachers and a team of Learning Support Assistants. Most of this support is inclusive and takes place in the classroom. However, some support such as literacy/numeracy programmes, nurture groups, mentoring and behaviour management programmes will take place in the Learning Support Centre.

The Academy also meets the needs of students with physical disabilities, social interaction and communication difficulties, specific learning difficulties and emotional and behavioural difficulties. In meeting these needs the Academy ensures that the curriculum is accessible, relevant, engaging, enjoyable and leads to meaningful qualifications.

*The Inclusive Approach at The Ripley Academy* - At The Ripley Academy we pride ourselves in meeting the needs of all students through a personalised approach in everything we do. Our aim is to give students full access to all aspects of Academy life.





We work closely with our primary and junior schools through the transition programme, to support our most vulnerable students as they make the move to secondary school. We also work with a wide range of outside agencies and local inclusion support to provide the most effective and appropriate support for all of our students.

## Sport

We run Academy teams in all the major sporting activities, including football, rugby, cricket, athletics, cross-country and netball. These represent the Academy in area competitions, generally with considerable success. Some of our players are then selected to represent Amber Valley, then possibly the County, and occasionally to participate at National level.



The Physical Education faculty also offers a number of sporting activities on a Club basis: these include netball, tennis, badminton, basketball, trampolining, gymnastics, aerobics, dance and Sixth Form recreation.





## Additional Essential Information

### Charges and Remissions Policy

Our Charges and Remissions Policy can be found on the Academy website; a paper copy, if required, can be requested from the PA to the Head of School.

### Community Links

We provide access to the Academy for a range of community and sports groups after school. Please contact the School Services Director, Mrs Robson, if you require any information regarding the use of our facilities, or our service users. Information on our lettings can also be found on the school website.



### Complaints Procedure

If parents/carers are unhappy about any aspect of the Academy then they are asked to contact the Academy and they can be sure of a helpful and timely response. Usually these matters are settled quickly to everyone's satisfaction.

Full details of the complaints procedure are available from the Academy on request by contacting the PA to the Head of School or from the Academy website.

### Data Protection

The Academy complies with the requirements and principles of the General Data Protection Regulations 2018. A copy of the Privacy Policy is available on the Academy website.

### Pastoral and Year Group System

Heads of Year have overall responsibility for the academic progress and pastoral welfare of students in their care.

Head of Year 7	Mrs Laura Forster
Head of Year 8	Mr Sam Pearson
Head of Year 9	Miss Louella Murfin
Head of Year 10	Mr Owen Evans
Head of Year 11	Mrs Emma Saccaggi
Head of Sixth Form	Mrs Eloise Taylor



## Lost property

All students' property should be carefully marked with their name. Please encourage your child to ask for their lost property and remind your child of the importance of not leaving valuables unattended. Lost property is held in the student support area.

## ParentPay

This is an online system which enables parents/carers to pay for items online, removing the need for students to bring cash into the school. Items that can be paid for include school meals, trips and academic resources.

## Residential Trips, Educational Visits and Enrichment

There are a variety of opportunities for students to go on trips and longer visits arranged by the Academy. These include overseas trips to France, Spain and Italy.

Locally, students visit places of worship, important centres such as The Holocaust Centre and places of cultural interest such as museums, galleries and theatres.

Field trips, conferences and competitions with scientific, technological and mathematical themes all support the curriculum and enable students to widen their horizons.







There are many other trips and activities of all types.

Details of such events will be distributed as they become available.

Other activities include:

- Sports clubs
- School trips to Spain, France and Italy
- Homework club
- Live Action Role Play (LARP) Club
- Exhibitions of art work
- Charity Fund Raising
- Activity Days
- School Choir
- Urban Choir
- Social Skills Club
- Revision classes and workshops





## School Meals

The Refectory is available for students both using the cafeteria service and those bringing sandwiches. Students who use the cafeteria service use the cashless catering system. Menus and price lists are available on the website.

Information about free school meals can be obtained from Student Support/Reception at the Academy or through:

<https://www.derbyshire.gov.uk/education/schools/your-child-at-school/meals/school-meals/free-school-meals.aspx>

The Governors are keen to ensure all students who are entitled to free school meals do claim them.



## Student Property, Valuables, Security and Mobile Phones

### **The Academy accepts no responsibility for the loss of mobile phones or other valuables**

The Academy will not pay financial compensation for any valuables brought on to Academy premises including those lost or damaged. Bringing them on to Academy premises is against our advice and guidance and is done so at the owner's risk.

Due to the value of mobile phones, students are advised not to bring them to the Academy **unless it is urgent**. However, for safety to and from school, students may bring mobile phones to the Academy as long as they are turned off whilst on the school site and are kept in bags. Staff will confiscate any that are **seen or heard during the day**. Parents/carers will then be asked to collect any confiscated items.

For safety and safeguarding reasons, parents/carers should supply a mobile phone with no camera capability. Should any photographs taken in school be found to have been published on the internet then serious sanctions will be given.

iPods, iPads and smart watches should not be brought into the Academy; these are valuable and the Academy accepts no responsibility should they be lost or damaged.

Further information regarding mobile phones in the Academy is detailed in the Conduct and Character Policy.





## Student Leaders and Head Students

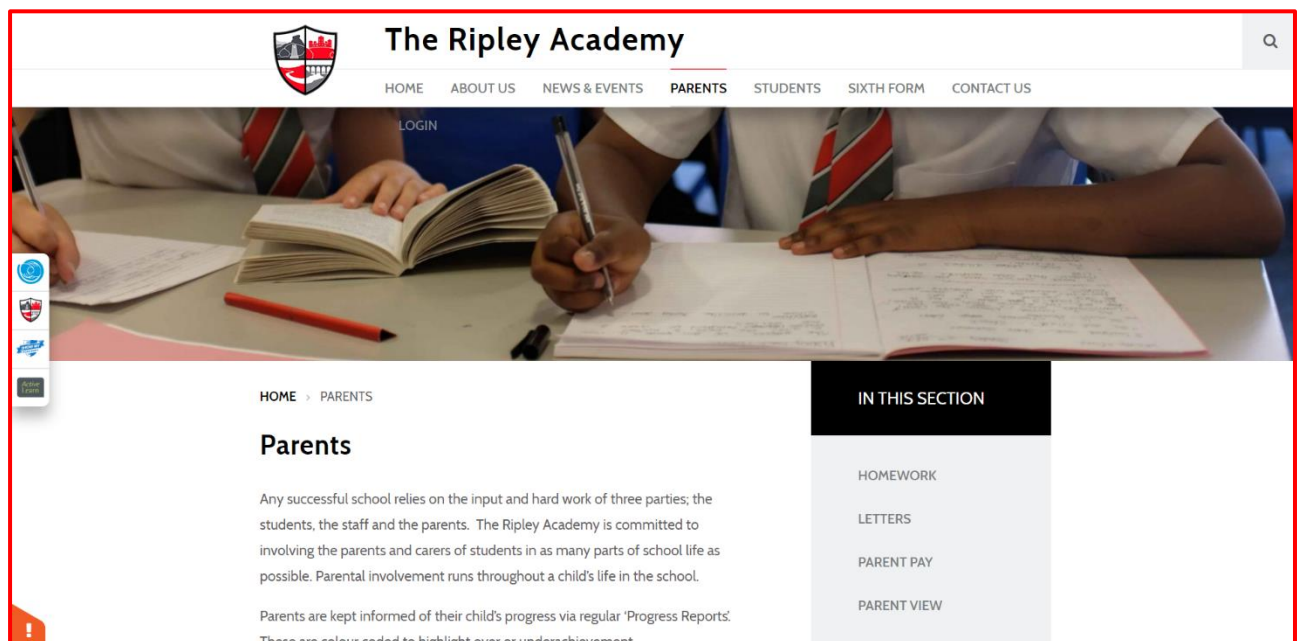
All students have the opportunity to apply to be a student leader during the Summer Term. Head Students are elected members of the student body voted for by both staff and students. Head Students attend termly meetings with the Head of School to discuss issues.

Student Leaders act as role models for all students and undertake work in areas such as reviewing the curriculum and policies, suggesting improvements to the learning environment, fundraising, charity work, community work, social provision, interviewing prospective new staff and sport and leisure. It also gives students the chance to have their say in the running of the Academy as all ideas put forward are given serious consideration by the Academy's leadership team.

## Website

Information that is available on the Academy website can be supplied in paper form, on request, from the Student Support Team.

Please take time to look at our Academy website [www.ripleyacademy.org](http://www.ripleyacademy.org), as it contains a wide variety of information for parents/carers and students including news, forthcoming events, policies and Academy terms/holidays.





## The Ripley Academy Uniform Policy September 2022 (full details on the school website)

### Core Purpose

The core purpose of the uniform policy is to:

- Encourage a sense of pride, equality and cohesion in the school
- Protect students from social pressures to dress in a particular way
- Ensure students present the school in a positive way in the community
- Inspire individual responsibility and professionalism for personal presentation



The Ripley Academy Uniform



The intention is that the uniform is smart, comfortable and as inexpensive as possible. It is, however, a condition of students joining the school that they wear correct uniform at all times, including travelling to and from school.

### Academy Dress Code Years 7 to 11

- Black school blazer (with logo) \*
- School tie (clip on) \*
- Compulsory House badge worn on blazer or tie
- Plain black **loose** fitting, tailored trousers (full length) or;  
Plain black tailored skirt (must be **knee length** and not tight fitting)
- Plain white collared shirt – long or short sleeves (collar must be suitable to take a tie)
- Plain white or black socks or;  
Plain natural or black tights (no patterns)
- Plain black polishable **shoes** (no suede, canvas pumps, white stitching, logos or trainer type shoes), flat-heeled (**not** boots or trainers).
- Optional Academy jumper - either grey jumper with red stripe on 'v' or plain grey 'v' neck (must be worn in addition to blazer, not instead of)
- In cold weather a white plain T shirt may be worn under the shirt

Optional Items



Jumper



PE Hoody



PE Top





- Outdoor coats should be **plain** and **dark in colour** and preferably weatherproof (no sports tops/hoodies/denim or leather)

*\*These items can only be bought from our school uniform supplier – see website for details.*

## PE and Games Kit

- Trainers (with non-marking soles) and plain socks
- Black shorts
- Plain black polo shirt (no logo) **or** Academy PE polo shirt (with Academy logo)
- Black football socks
- Black tracksuit bottoms to be worn on astro turf – these must be full length (no logo)
- Plain black hooded top (no logo or zip) or Academy PE hooded jumper (with Academy logo)
- Boys will require football boots. The moulded type studs on football boots can be worn on both the astro turf and grass

School teams exist in a wide range of sports and you will be given full details from the PE Department of any additional kit required.



## Notes

- 'Plain' is defined as being worn without embellishment i.e. studs, additional zips, logos etc
- Trousers must be **tailored** (not tight fitting or 'skinny fit') of worsted type material - fashion trousers, cords, jeans, ski trousers, leggings, leg warmers, three-quarter length trousers or designer labelled trousers are not acceptable
- Skirts must be knee length and not figure hugging or tight fitting
- Extremes of fashion in respect of clothing, hair style, (including unnatural or bright colours and shaved patterns) and general appearance are not acceptable. Hairstyles with shaved back and sides should be no shorter than a grade 2
- Acceptable jewellery is a watch and one pair of plain studs – one earring should be worn in the lower part of each ear lobe
- No facial piercings other than a small plain nose stud for religious reasons only. Confirmation of religion will be requested from parents/carers of students wishing to wear a nose stud



- Ear spacers are not acceptable
- Nail varnish and/or nail extensions are not permitted
- No visible body art or tattoos
- Rings, necklaces, bracelets and chains are not allowed for Health and Safety reasons
- Make-up, if worn, must be discreet and natural
- Parents/carers are asked not to send students to school in hoodies, sports tops, denim, leather, leather look or studded jackets and coats
- Parents/carers are advised that for Technology, strong full fronted shoes rather than soft 'pump' type shoes are worn for the Health and Safety of students



## Sixth Form Dress Code

Sixth Form students have the privilege of wearing clothes of their own choice. However, their choice of clothes must promote the positive reputation of the school as well as setting a good example to younger students.

Appropriate clothing includes:

Smart trousers and jeans

Smart skirts and dresses

Open necked shirts

Smart tops, blouses, t-shirts, polo shirts, jumpers

Smart shoes, trainers, sandals

Knee length shorts

Sixth Form students are **not** permitted to wear;

Cut off or ripped jeans

T-shirts with offensive logos

Football tops

'Short' shorts ie above knee length

Short and/or tight skirts

Low cut, cropped or strapless tops

Flip flops