

Transition Newsletter

Week 1 - Friday 10th June 2022

Commit Believe Achieve

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Welcome

Dear Year 7 Students, Parents and Carers,

Welcome to the first transition newsletter. This newsletter will provide you with a taster of what is going on in school and any transition news that you need to know in the lead up to September.

Firstly, I would like to ask that you keep an eye on the transition page of our website, all relevant information and updates will be published there: [Year 6 to Year 7 Transition](#)

As part of our transition, a weekly video relating to this newsletter is also published on the transition page on our website.

Overview

Over the next four weeks we will be publishing a newsletter and video to support your child with their transition into secondary school. Both parents, carers and students are likely to have lots of questions so our aim is to cover all the topics we feel are important before starting secondary school. Each video and newsletter will discuss school policies, introduce staff and address any frequently asked questions. I look forward to engaging with you via this format and look forward to meeting you all in the future.



Uniform

At Corby Business Academy we believe a smart uniform and appearance is very important as a reflection of the high standards we have as a Business Academy and students must wear their uniform correctly at all times.

Uniform will be checked daily by the tutor and if the correct uniform is not adhered to, parents and carers will be contacted to request that replacements are arranged in a timely manner.

GIRLS' UNIFORM

Name badge

Academy tie

White shirt

Academy Jumper or Black blazer with Academy logo

Black tailored ankle length school trousers (*not fashion or lycra trousers*) or skirt - *below the knee*

Black socks or black tights

Polishable or patent black plain shoes (*no trainers, sports shoes or canvas dolly shoes*)

Suitable carrying bag

BOYS' UNIFORM

Name badge

Academy tie

White shirt

Academy Jumper or Black blazer with Academy logo

Black tailored ankle length school trousers

Black socks

Polishable or patent black plain shoes (*no trainers or sports shoes*)

Suitable carrying bag

All uniform including P.E. Kit is available from Karlsport.

<https://karlsports.co.uk>

 **SCHOOLWEAR**

Uniform is checked on entry into the Academy building. Every teacher will check uniform as students enter their classroom.

Any uniform concerns highlighted in the morning or by members of staff will be reported to the student's tutor or to their Head of Year. Students will then be provided with an alternative from our uniform replacement station in the centre of the academy. The Head of Year will then contact home if there are concerns.

We appreciated that shoes and ties can be misplaced from time to time. However, we expect that the lost items are found or replaced as soon as possible.



INAPPROPRIATE UNIFORM AND APPEARANCE

Footwear	Socks
✗ Canvas shoes or trainers	✗ White or coloured socks
✗ Open front shoes	✗ Trainer socks
✗ Boots	
Trousers	Hair
✗ Skinny/tight fit	✗ Unnatural hair colours
✗ Elastic/legging/lycra based	✗ Extreme haircuts/styles
✗ Cropped/showing shins or ankles	
✗ Turned up legs	Ear
✗ Visible zips	✗ Hoops larger than 2cm in diameter
✗ Denim, rivets or studs	✗ Hanging earrings
Skirts	✗ All other types of ear piercings except studs
✗ More than a student/credit card away from the knee	Nose
✗ Tight fit or lycra based skirts	✗ Hoops
✗ Embroidery, patterns or ridges	✗ Septum piercings

Behaviour

At Corby Business Academy we believe in mutual respect. Students, teachers and support staff are part of one team who share the belief that every child can achieve academic success. Our students know that they must follow instructions at the first time of asking. At Corby Business Academy we give rewards for the right behaviour choices and we take action to remind students of the consequences of making wrong choices. Corby Business Academy teachers are tough on bad choices because we want to help a student become a better person in the long run. We teach students to break old habits and learn the characteristics of successful adults.

Student code of conduct

Students are expected to:

- Behave in an orderly and self-controlled way
- Show respect to members of staff and each other
- Follow instructions at the first time of asking
- In class, make it possible for all students to learn
- Move quietly around the Academy
- Treat the building and academy property with respect
- Wear the correct uniform at all times
- Accept sanctions when given
- Refrain from behaving in a way that brings the Academy into disrepute, including when outside the Academy

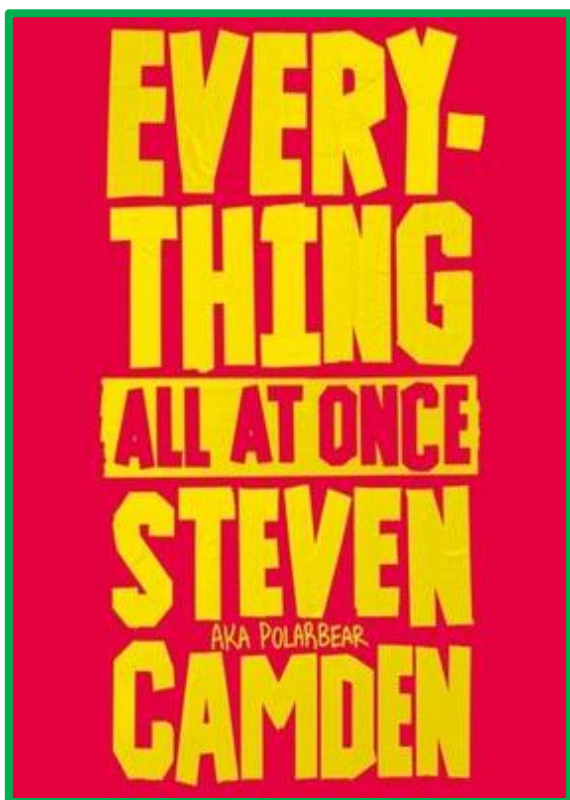
Behaviour Code	Outcome
First Reminder	<ul style="list-style-type: none"> • First warning for inappropriate behaviour • One to one conversation with teacher • Reminded of the Academy expectations • First reminder logged on SIMs
Stage one	<ul style="list-style-type: none"> • Final warning for inappropriate behaviour • Behaviour logged on SIMs (Behaviour points added) • Moved to a different seat • Phone call home • Form tutor conversation
Stage two	<ul style="list-style-type: none"> • Behaviour is stopping the flow of the lesson and the learning of others • Student removed from lesson • Student placed in timetabled 'Internal On Call' room • Behaviour logged on SIMs (Behaviour points received) / phone call home / faculty detention / Director of Subject conversation
Stage three	<ul style="list-style-type: none"> • Refusal to enter 'Internal On Call' room • SLT 'On Call' will isolate student in an office or isolation room • Behaviour logged on SIMs (Behaviour points received) • Parent meeting organised • Faculty detention and social time removed (break / lunch)
Stage four	<ul style="list-style-type: none"> • Student will be removed from lesson / circulation immediately by IOC/DOS/HOY/SLT • Student will remain isolated during investigations (SLT office or isolation room) • Depending on the incident students will; spend time in the isolation room, receive a fix term exclusion or permanent exclusion • Parents informed immediately

The Big Read

Each year, the Academy holds a transition reading challenge for new Year 7 students joining the Academy in September. This year, the Academy have based the challenge around 'Everything All at Once', a collection of poems about one week in a secondary school where everything happens all at once.

Students will be given a copy of the book on transition day. Students are encouraged to read all, or some, of the book and complete activities based on the book over the summer holidays.

Members of staff from Corby Business Academy will be performing a recorded read of some of the poems. If you have any questions, please do not hesitate to contact the Academy's Literacy Lead, Mrs F Bichener: faye.bichener@corbybusinessacademy.org



Transition Information

As part of the transition, we will be informing you which tutor group your child has been placed in via the Edulink App. Further details of this will be released in the final episode and weekly newsletter.

In weeks three and four of the newsletter and transition video we will introduce members of the Year 7 Tutor Team. This way you can find out a little bit about us before meeting us all in September.

If you have not already done so please ensure you have completed the following:

- Application for bus passes through Northamptonshire County Council
- Order of Uniform and Academy PE kit
- Student Questionnaire
[CBA Student Questionnaire](#)

Please complete by: 10th June 2022

Student questionnaires are used to help place students into their new tutor group. We try to ensure that your child is placed into a tutor group with at least one of the friends they mention on their questionnaire. **Please complete by: 10th June 2022**

If you have any questions regarding the transition process or are unsure of what you must have completed and returned to the Academy please use the following e-mail address below:

yearsevenadmissions@corbybusinessacademy.org

Meet the Tutor

Ms H. Thompson – Year 7 SLT

Dear Year 7 Students,

I'm really excited to meet you all in person and I hope you are looking forward to joining the Corby Business Academy community. I work closely with a fantastic team of people who will endeavour to make your transition to Academy life as smooth as possible and I will be here to support you as well

I have been teaching Maths at Corby Business Academy since 2009 and an Assistant Principal for the past two years. Part of my job is being the Year 7 SLT link and it's a pleasure to be.



Likes:	Rugby/Running/Reading
Dislikes:	Swinging on chairs and chewing gum
Favourite Colour:	Red
Hobby:	Knitting and cross stitch
My hero:	Catherine of Aragon (1 st wife of Henry VIII)
Favourite Food:	Steak and Chips with Pepper Sauce
Favourite Restaurant:	Toro
Fun fact:	I love reading historical fiction, especially about the Tudor period

My 3 tops tips for starting secondary school...

1. Be positive and embrace new challenges
2. Be kind and a good friend to others
3. Remember – everyone is here to help you to settle into life at Corby Business Academy

Where to find me:

Find me in my office on the upper floor of the MAIT faculty.

Contact me:

If you have any questions please contact me on the e-mail address below:

heather.thompson@corbybusinessacademy.org