



Transition Newsletter

Week 1 - Friday 11th June 2021

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 'virtual' 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. 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 - optional <small>(please note this is only available through Karlsports)</small>
Black blazer with Academy logo
Black tailored ankle length school trousers <i>(not fashion or lycra trousers) or skirt - below the knee</i>
Black socks or black tights
Polishable or patent black plain shoes <i>(no trainers, sports shoes or canvas dolly shoes)</i>
Suitable carrying bag

BOYS' UNIFORM

Name badge
Academy tie
White shirt
Academy Jumper - optional <small>(please note this is only available through Karlsports)</small>
Black blazer with Academy logo
Black tailored ankle length school trousers
Black socks
Polishable or patent black plain shoes <i>(no trainers or sports shoes)</i>
Suitable carrying bag

All uniform including P.E. Kit is available from either of our two uniform suppliers, Chroma www.chromasport.co.uk or Karlsport <https://karlsports.co.uk>



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. They will then contact home if there are concerns.

We appreciated that shoes and ties can be misplaced from time to time. We have spares which are loaned out for the day. However, we expect that the lost items are found or replaced as soon as possible.



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 / After school 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 • Extended day 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 • Students will not return to lessons until parents have meet with JUSM and/or HOY

Inappropriate Uniform and Appearance	
Footwear	<ul style="list-style-type: none"> Canvas shoes or trainers Open front shoes Boots
Trousers	<ul style="list-style-type: none"> Skinny/tight fit Elastic/legging/lycra based Cropped/showing shins or ankles Turned up legs Visible zips Denim, rivets or studs
Skirts	<ul style="list-style-type: none"> More than a student/credit card away from the knee Tight fit or lycra based skirts Embroidery, patterns or ridges
Socks	<ul style="list-style-type: none"> White or coloured socks Trainer socks
Hair	<ul style="list-style-type: none"> Unnatural hair colours Extreme haircuts/styles
Ear	<ul style="list-style-type: none"> Hoops larger than 2cm in dia. Hanging earrings All other types of ear piercings except studs
Nose	<ul style="list-style-type: none"> Hoops 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:

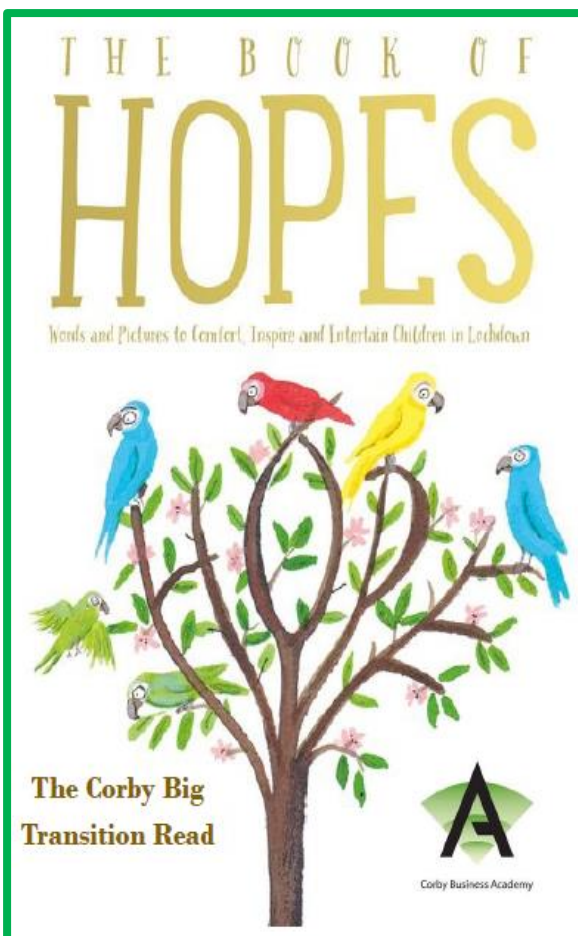
- Behave in an orderly and self-controlled way
- Show respect to members of staff and each other
- Follow instructions at the first time of asking
- In class, make it possible for all students to learn
- Move quietly around the Academy
- Treat the building and academy property with respect
- Wear the 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

The Big Read

On the Year 6 to 7 Transition page of our website you will find information regarding the 'Corby Big Transition Read 2021'. A number of pieces and books have been put together to support the transition from Primary to Secondary.

Members of staff from Corby Business Academy have recorded reading some of the pieces. Along with the Big Read a student transition booklet will be available to complete to support your child with getting to know the Academy.

Within the booklet, it will be your chance to let us know a bit more about you. You will be able to hand this to your new tutor on your first day, you may want to share it with someone new in your class so you can get to know each other.



Transition Information

As part of the transition we will be informing you which tutor group your child has been placed in via text message or e-mail. Further details of this will be released in the final episode and weekly newsletter.

Each week 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: 25th June 2021

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.

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:

yearevenadmissions@corbybusinessacademy.org

Mr P. Hallam
Head of Year 7



Meet the Tutor

Mrs 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 top 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

Meet the Tutor

Mr Hallam – Head of Year 7

Dear Year 7 Students,

I'm really looking forward to meeting you all and getting to know you all. I want to help make your start to secondary school the best it can be.

I have been teaching Physical Education for the past 5 years at Corby Business Academy.

You can come and see me if you have any problems and I will do everything I can to help you.



Likes:	Rugby/Cricket/Football/Golf
Dislikes:	Bad manners
Favourite Colour:	Blue
Hobby:	Playing Cricket and Golf
My hero:	Jonny Wilkinson
Favourite Food:	Burgers/Pizza
Favourite Restaurant:	Five Guys
Fun fact:	I'm a geek for all things space like NASA and SpaceX

My 3 top tips for starting secondary school...

1. Come to school organised every day
2. Don't be afraid to ask questions, staff are here to help
3. Help others who look like they are struggling or let a member of staff know

Where to find me:

Find me in the PE office opposite the Sports Hall or in the BHE faculty during tutor time.

Contact me:

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

patrick.hallam@corbybusinessacademy.org