



Transition Newsletter

Monday 23rd June 2025



Corby Business Academy

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Welcome

Dear Year 7 Students, Parents and Carers,

This newsletter will provide you with information about the structure of the school day, how to navigate around the Academy building and the expectations of what equipment is needed for lessons each day. Firstly, we 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](#)



Overview

Over the next few weeks we will be publishing a newsletter to support with a smooth 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 newsletter will discuss school life, introduce key members of the year 7 teams and answer any frequently asked questions. We look forward to engaging with you via this format and look forward to meeting you all in the future.

Tutor groups

As part of the transition process, we will be sharing which tutor group each child has been placed into via the Edulink App by Tuesday 8th July 2025.

As you can imagine, creating the tutor groups is a very time-consuming process so student questionnaires are used to help place students into their new tutor group. We try to ensure that every child is placed with at least one of the friends they mention on their questionnaire. **Please complete the student questionnaire using this link**

[Student questionnaire](#)

by Thursday 3rd July 2025

In upcoming newsletters, we will introduce members of the Year 7 Tutor Team. This way you can find out a little bit about each of us – this week is Mrs Wilson, Assistant Principal who oversees transition and Year 7 SLT link.

Brooke Weston Trust



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The School Day

Morning REG	Lesson 1	Lesson 2	Tutor Time	Break	Lesson 3	Lesson 4	Lunch	Lesson 5	Lesson 6 Extra Curricular
8:40	8:50	9:50	10:50	11:10	11:30	12:30	13:30	14:00	15:00
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8:50	9:50	10:50	11:10	11:30	12:30	13:30	14:00	15:00	16:00

Break and Lunches

At Corby Business Academy you will have one breaktime of 20 minutes and a lunchtime of 30 minutes as the timetable shows above.

The Academy has staggered breaks and lunches for year groups and so the above schedule is subject to change, but students will be informed of this at the beginning of the academic year and via EduLink.

Students have designated areas to go during their breaks; The Restaurant, Outside Seating Area, Library or the Astro Turf. All food is to be consumed in the Restaurant, or Outside Seating Area ONLY, including those who bring packed lunch. Food is not allowed on the Astro Turf or anywhere else within the Academy.

Students are expected to queue for their food calmly and orderly in a single file. We run a cashless catering system and all finances for food will need to be placed onto WisePay.

Behaviour at Break and Lunchtimes:

We use the designated spaces made available during break and lunch and do not disturb other students who are learning by moving into the faculty areas.

- We take pride in our environment and ensure all litter and recycling is placed in the appropriately labelled bins.
- We tidy away plates and cutlery from the restaurant and tuck our chairs in when we have finished eating.
- We eat our lunch in the restaurant or outside seating area, food cannot be consumed on the Astro Turf or in the Library.
- We move from communal spaces at transition periods between lessons in a timely manner.
- We use toilets and water fountains responsibly during our break and lunchtime and not during lesson times.
- We communicate politely and appropriately with other members of our academy community. We do not interrupt other's conversations.
- We always maintain a smart appearance with our uniform when moving around the building (shirts tucked in, with blazers and ties on, top buttons done up) No trainers.
- We respect our own and others personal space and refrain from unnecessary physical contact with peers.

We allow students to access our Astro Turf during break and lunch. This is a large outdoor space to play football or other games, or just walk and talk with your friends. However, this environment is also a learning area for PE lessons and community use. Therefore, all equipment on the Astro Turf must be respected by students. Members of staff will be on duty at break and lunch to monitor outdoor behaviour. We do not allow any form of rough play or physical activity between students.



Equipment & Ready to Learn

All students are expected to bring in the correct equipment each day at the Academy, this will be checked each morning by their Form Tutor so that you can start the day **READY to LEARN**.

Being organised helps prepare students for their learning in each subject.

The minimum we expect all students to carry with them in a rucksack is:

- 2 Pens (blue or black ink)
- Pencil
- Ruler
- Rubber
- Calculator
- ID Card (SmartCard) and Lanyard
- Bus Pass

Registration and Tutor Time

Tutor time is a valuable part of the Academy day. It is an opportunity for students to talk and share how they are feeling with their tutor. Alongside the academic mentoring, daily activities are designed to help all students become more well-rounded and gain knowledge of different areas outside the curriculum.



Above is a map of the Academy. Students will quickly become accustomed to the layout and will know their daily routine of lessons. A copy of their timetable will be given to them on their first day in September. It will also be available for parents/carers to view on Edulink.

For registration and tutor time, Year 7 students will be based in the MAIT faculty (shown in Yellow).

Students will have lessons located in different faculties throughout the day, so it is important that they learn their timetable as soon as possible to allow them to be on time for lessons. Each faculty has classrooms both up and downstairs. Each classroom also has its own number, for example AL2. This stands for AMID, Lower, Classroom 2. If the classroom was AU2, this stands for AMID, Upper, Classroom 2.

If students become lost, staff are always on hand to point them in the right direction.

Test Yourself

Here is your opportunity to test your understanding of how classrooms are numbered and organised at Corby Business Academy. The first has been completed for you:

1.) BL4

BHE, Lower, Classroom 4.

3.) MU6

5.) AU6

2.) PU8

4.) CL5

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Enrichment opportunities

At Corby Business Academy, we offer a wealth of diverse and engaging enrichment activities to our students at every stage of their education. From academic enrichment activities, to sport, creative arts and library clubs, day trips and overseas residentials, our enrichment activities promote a commitment and enjoyable experience to learning and self-improvement. This year's session 6 enrichment timetable is below as an example of what activities could be on offer in September.



Enrichment Timetable 2024 – 2025

Monday	Tuesday	Wednesday	Thursday	Friday
Chess Club (Mrs Keelan – Library) Big Band (G3+) (Mr Wears – AU06) KS3 Media Club (Miss Beaton/Miss Osman – AU10) Principal Dancers (Mrs Jones – Drama Studio) KS3 Girl's Football (Miss Scully – Sports Hall) Year 7 Boy's Football (Mr O'Sullivan – Sports Hall) KS3 Netball (Miss Sutton – Sports Hall) Year 9 Boy's Rugby (Mr Hallam – Sports Hall) Sparx Club (Mr Madzore – ML07) Year 13 Biology (Miss O'Brien – PU06)	'Whodunnit?' (Mrs Keelan – Library) Robotics Club (Mr Mahese – ML07) Junior Concert Band (Mr Wears – AU06) Girl's Programming Club (Mr Mahase – ML07) CBA Whole Cast Musical Rehearsal (Mrs Jones - Theatre) Year 10 Business (Miss Allan – BL06) Year 10 History (Miss Eldred – BU06) KS4 Programming Club (Mr Corbishley – ML03) Year 13 Geography NEA (Mrs Patel – BL05) Year 13 further maths (Mrs Wilson – ML08) Year 13 Maths intervention (Mr Wilson – ML06) Year 13 Chemistry intervention (Mrs Hearne – PU02) KS3 Maths Challenge Club (Mr Mathivanan – MU7)	Library Club (Mrs Keelan – Library) Year 7 & 8 Girls Coding (Mr Mahese – ML7) KS3 History Club (Mr Trinder – BU05) Sectional rehearsals for Senior Concert Band (Mr Wears – AU06) KS4 Girl's Football (Miss Scully – Sports Hall) KS3 Cricket (Mr Mathivanan – Sports Hall) Creative Writing Club (Mr Read, Mrs Ashley, Miss Atkinson – Comms) KS3 Science Club (Miss Coleman, Miss O'Leary, Mrs Bruce-Amartey – PL07)	Concert Band (Advanced) (Mr Wears – AU06)	



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Assistant Principal

Mrs H. Wilson – 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 arrived at Corby Business Academy in September 2009 as the Head of Maths and I've been an Assistant Principal for the past six years. Part of my job is overseeing the year 6 into 7 transition process and I'm the year 7 SLT link, so you will see me on a daily basis!

Likes:	Rugby/Running/Reading
Dislikes:	Bad manners
Favourite Colour:	Red/Green
Hobby:	Knitting & Cross Stitch
My Hero:	Jonny Sexton
Fun Fact:	I am a Run Director at both an adult and junior parkrun

My Top Tips for starting secondary school...

1. Be positive and embrace new challenges
2. Be kind and a good friend to others
3. Try your best in everything you do

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 below:

heather.wilson@corbybusinessacademy.org

Be brave, Be bold, Be you