



WELCOME

SEPTEMBER ADMISSIONS
PACK 26/27



LORD GREY ACADEMY



ACADEMY
LORD GREY MK

TOVE
LEARNING TRUST

DETERMINATION, AMBITION, CURIOSITY, INTEGRITY AND CIVILITY

WELCOME

Dear Parent, Carer or Guardian,

It is not long now until the new academic year starts and we are really excited to welcome you and your child to Lord Grey Academy in September. In this New Starter Pack, we have put together some important information about Lord Grey Academy that we would like you to read. Once you and your child have read this booklet, you are kindly requested to fill in/sign the Communication Consent Form and return to us together with the Enrolment and the Medical Forms.

Included in this pack:

- Our motto, vision and values
- The Lord Grey Way and how we do things around here
- The Home School Partnership that outlines the responsibilities of students, parents and the academy
- Lord Grey Academy uniform policy
- Mobile phone Protocol
- Our Online Safety Policy
- Communication including MCAS and Booking systems
- Communication consent.



Your tie colour is
YELLOW!



LORD GREY CAN

LORD GREY CAN

We are Determined and Ambitious in the pursuit of knowledge and our future.

Determination means everyone challenges themselves to be the best version in all that they do.

Ambition means identifying your goals, starting a daily process through which to achieve these goals, making regular reflections about your progress and celebrating accomplishments.

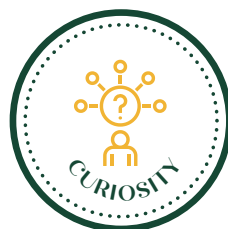
We are Curious in our journey of learning.

Curiosity is about asking questions, but also actively seeking out the answers. It is about the mindset of seeing failure as part of the learning process. Feedback is a gift. Being Curious widens our minds and opens it to different opinions, different lifestyles and different topics.

We demonstrate Civility and Integrity.

Integrity means doing the right thing and keeping true to your moral principles.

Civility is about showing everyone consideration and respect through supporting each other. We want our pupils to be compassionate, considerate and kind, always looking after those who haven't been given the same opportunities.



Our motto “**Lord Grey Can**” reminds all members of our community that there is no limit to our ambition where imagination can become reality.

Our aim is to provide a stimulating learning environment, a broad curriculum and the highest quality pastoral care so that all our students flourish.



The Lord Grey Way Learning Environments



Integrity: Arrive **on time**, **correct uniform**, **correct equipment**, **phone switched off** and **in bag**

Civility: Follow the **climates for learning** and **entry and exit routine**

Determination: Take an **active part** in every lesson, especially when work is challenging

Curiosity: **Ask for help** and guidance if you are not sure

Ambition: **Complete all** of the learning activities to maximise your progress

Lord Grey Way- the campus

We want the Academy to be a safe and stimulating place for learning:

- Be **polite and respectful** to ALL members of the Academy community at ALL times
- **Behave sensibly**, so that you do not put yourselves or others in danger
- When in corridors, **walk sensibly and quietly**. Hold doors open for others
- **Line up** outside your classrooms, as requested by your teachers
- If you see something wrong, or that you are worried about, please **tell** a member of staff about it
- Use the bins provided to keep Lord Grey **tidy**
- **Respect buildings and equipment** by not damaging anything and reporting any damage seen
- **Respect** the toilets- 1 student in a cubicle at a time
- Demonstrate the **Values** of the school at ALL times

HOME & SCHOOL PARTNERSHIP

Our aim is for every student to have the best opportunity to learn and develop into healthy, successful adults. We know that we are most successful in achieving this when the partnership between home; students and the Academy is strong. To help understand this, we have outlined the responsibilities to which students, parents/carers and the academy should be committed.



STUDENT RESPONSIBILITIES

- Follow the Lord Grey Way at all times
- Bring the correct equipment so you can fully take part in your lessons
- Keep your phone/electronic devices in your bag, turned off, from arrival through the school entrance until you leave school at 3.15 so that your learning, and that of others, is disruption free. We will be bringing in phone pouches for all students.
- Complete Self-Study each week by the deadline set.
- Follow the Climates for Learning to help you and your class learn.
- Wear your full uniform, including PE kit, correctly and with pride every day.
- Uphold our school values and behaviour guidelines at all times including on the way to and from school.
- Keep our school environment clean, tidy and damage free.
- Engage positively with any sanctions or support to modify your conduct. E.g. detentions.
- Communicate with staff in a polite, courteous and respectful manner to enable concerns and queries to be effectively resolved.



PARENT RESPONSIBILITIES

- Ensure your child attends punctually and properly equipped each day. Please inform the academy each day of any absences should they be unwell or cannot attend.
- Encourage and support your child's learning by ensuring all Self-Study tasks are completed and submitted on time.
- Ensure your child is wearing the school uniform as described in the Academy's Uniform Policy.
- Understand and actively support the Academy's policies and guidelines for behaviour, encouraging children to take responsibility for their actions and support the school - the Lord Grey Way.
- Support your child by attending Parents' Evenings and engagement events, whether in person or virtually.
- Encourage your child to read widely at home.
- Support your child in using social media safely and responsibly, having regular conversations about their online footprint.

HOME & SCHOOL PARTNERSHIP



PARENT RESPONSIBILITIES CONTINUED

- Regularly use the MCAS app to stay informed and engage in meaningful conversations with your child.
- Contact reception to relay messages to your child, please do not call or message your child during the school day.
- Communicate with staff in a polite, courteous and respectful manner to enable concerns and queries to be effectively resolved.



ACADEMY RESPONSIBILITIES

- Provide a safe and supportive environment for all students.
- Uphold high standards and expectations for student achievement and behaviour by following the Lord Grey Way.
- Work collaboratively with students to maximise their progress in lessons.
- Recognise and reward students who show our character values and get things right.
- Offer useful feedback, and provide opportunities for students to enact feedback, in order for students to help accelerate their learning.
- Communicate regularly with parents and students to keep them well informed about Academy events.
- Keep parents/carers updated on their child's progress through the MCAS app.
- Communicate with students and parents/carers in a polite, courteous and respectful manner, to enable concerns and queries to be effectively resolved.
- We aim to respond to parent/carers' emails and phone calls within 48 hours where practicable.
- Offer school trips, visits, events and year groups events as privileges that support student growth and reserve the right to remove the privilege should we need to.

YEAR 7 - 11 UNIFORM

Top Half:

- Lord Grey Green Blazer purchased from Maisies or Kedaph
- White collared shirt (can be worn short or long sleeved) tucked in
- The coloured ties are: Year 7- Yellow; Year 8- Blue; Year 9- Silver; Year 10- Green and Year 11 Red to be purchased from Maisies or Kedaph
- Black V neck plain jumper or plain black sleeveless V necked jumper, not to be worn in place of the blazer.

Bottom Half:

Choice of the following:

- Black trousers – straight/boot cut style- purchased from any retailer
- No jeans, leggings, jean style trousers to be worn.
- Black knee length plain pleated skirt – purchased from any retailer however available from Maisies and Kedaph or the Lord Grey Kilt (knee length)
- Tailored grey or black school shorts
- Plain all black shoes/trainers with no different coloured logos etc
- Skin tone or black tights (not footless)



Lord Grey Academy Blazer



White long sleeved or short sleeved shirt



Lord Grey Academy Tie



SPORTS/ PE UNIFORM

Top Half:

- Plain black t-shirt
- LG black and emerald Polo shirt capped sleeve
- LG black and emerald rugby shirt
- Plain black fleece top (no zip or cord, ¼ zip accepted, no hoodies) or LG fleece
- Gum shields

Bottom Half:

- Plain black shorts (mid thigh length)
- Plain black joggers or sports leggings
- Plain black football socks
- Shin pads

Other sport information:

- shin pads, gum shields needed for football, rugby or hockey.
- Training shoes, boots as appropriate for indoor or outdoor sports. Football boots required when playing on the field for football or rugby.
- Suitable sports trainers (non-marking) when playing sports indoors.
- Include a plastic bag for dirty clothes.

Staff will not take responsibility for any valuables during PE lesson. All jewellery are not allowed for PE. Please label all uniform.

Every student must carry a school bag that is suitable to carry everything they need for school. The bag must be big enough to carry a number of A4 sized books/folders.

Students should carry in their bag the following items:
Their Knowledge Organiser.
A pencil case containing 2 pens, a purple pen
2 pencils, rubber, ruler, a protactor
Maths Calculator.



Lord Grey Academy PE Kit


Black T-shirt


Black Shorts


Black Socks


Trainers


Jogging Bottoms


Lord Grey Polo Shirt


Lord Grey Polo Shirt


Lord Grey Fleece


Lord Grey Rugby Shirt

Lord Grey Academy PE branded clothing is optional.



APPEARANCE

We have a uniform that is worn with pride and we require our students to wear their uniform correctly at all times. Our uniform policy and expectations are clearly set out in our uniform policy but we have some rules that cover jewellery, accessories, hair-styles and other items of clothing.

Hair

Long hair must be tied back in practical lessons where long hair could be a danger for example, PE, Science, DT etc. Some subjects will have specific rules that need to be followed.

Make up and nails

Make up should be worn discreetly and appropriate for school.

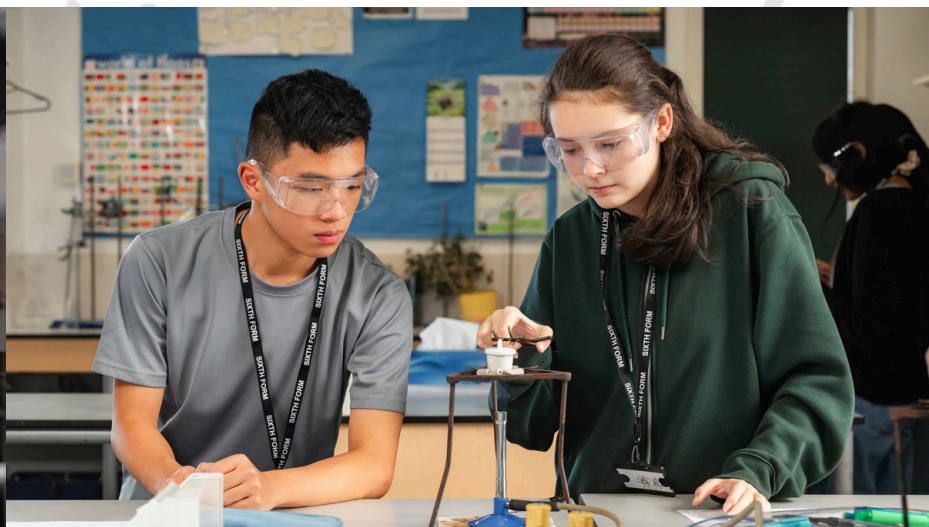
Students may wear nail varnish but False nails, Acrylics, Stick-on nails are not permitted for safety and practical reasons. Students will be isolated until they are removed.

Jewellery

Should be kept to a minimum and studs only in ears. A stud may be worn in the nose. High price items should not be worn to school due to the risk of them getting lost. For safety reasons, hooped earrings, nose piercings or anything more than a stud are not to be worn. All jewellery must be removed for PE lessons for health and safety. This may include some other practical lessons.

Coats and winter coats

We do not stipulate a colour or type of coat but it should be able to be worn over the blazer not instead of the blazer.



Mobile Phones “See it, hear it = lose it”



We have a **NO mobile phones** rule at Lord Grey Academy. We accept that parents may wish students to have a phone for the journey to and from the Academy but they are NOT permitted to use them in the Academy. They must be switched off and placed in their school bag upon entering the Academy gates and can be removed and turned back on at the end of the school day as they leave the school gates. If phones are seen, they will be confiscated and placed in Student Services in the first instance. Additional instances of confiscation will lead to parents having to collect the phone and a meeting with a member of the Pastoral team. We will be renewing our policy and potentially introducing phone pouches, more information to come.

Disclaimer: Students are not required to have a mobile phone in school and we support parents who make the decision that this is not necessary by ensuring students can use the academy landlines to contact home in an emergency. Parents should only contact the Academy via landline and not via student's mobile phones.

Any students who bring a mobile phone to school do so at their own risk and the Academy will not be held responsible for any loss or damage.

Policy Information

Behaviour for Learning

As a community, we have a collective commitment to create a positive learning atmosphere. Please visit our website www.lordgrey.org.uk:

A) <https://www.lordgrey.org.uk/policies/> for full details of our Behaviour/Anti-bullying/Safeguarding and Child Protection Policy and other associated policies.

Please note students will be required to stay for C3 and C4 detentions as part of our Behaviour Policy.

B) <https://www.lordgrey.org.uk/statements/> for the Student Privacy Notice and please read thoroughly.

Youth Support Services

We are required by law to collect and share certain parental and student information with youth support services in your area, once the student is aged 13 or over, under section 507B of the Education Act 1996.

Please refer to Directgov website for at <https://nationalcareersservice.direct.gov.uk/> for more information.

Online Safety Policy

In the first lesson of ICT, students will be taken through the Online Safety Policy so that they know how to use our computer network safely and responsibly. This can also be found here:

<https://www.lordgrey.org.uk/policies/>

COMMUNICATION

My Child at School (MCAS)

You will receive an email from the Academy to register for your MCAS account. This will be generated from your email address on your child's application form. You will need to verify the details and setup your password. Once you have registered, you will have access to all the current facilities of MCAS. You can download an 'app' to your mobile phone and operate the account through the 'app'. If you require any assistance with MCAS, please email: bromcom@lordgrey.org.uk.

We operate a cashless catering system, through our catering partner Cucina, for the purchase of food, snacks and drinks from the Academy's canteen and snack outlets. Bromcom provides you with the means to top up your child's catering account and Biostore's biometric enables your child to safely purchase their food anywhere on the Academy site by the touch of their finger. An information sheet about the Biometric System can be found on our website: <https://www.lordgrey.org.uk/the-canteen/> We find this system provides parents, students and the Academy with a number of very significant benefits including:

- Parents being able to top up their child's catering account at their convenience.
- Parents being able to control how much is spent each day.
- Reducing the number of children losing cash on the way to or in the Academy.
- Reducing queuing time within the canteen and snack areas.

MCAS is our online payment system where parents can top up their child's catering account, pay for trips, revision guides, etc.

In order to comply with the provision of the Protection of Freedoms Act 2012, we require your consent from one parent/guardian, in order for your child to use the Biometric System. The Academy will continue to offer an opportunity to opt out, for those students who would prefer to use alternative forms of identification. Please complete the signature page at the back of this document to acknowledge the Biometric consent.

MCAS is used to communicate to parents using email. You can expect to receive trip letters, invites, reminders of upcoming events and newsletters via Bromcom.

MCAS will also be used to book parent evenings and for access to progress reports, attendance information and Behaviour points.

Free School Meals Entitlement

An online application form is required to be completed.

The link can be found on the Academy's website: <https://www.lordgrey.org.uk/the-canteen/>

Our management system is known as Bromcom. Parents can access this via the 'My child at school' MCAS app.



LORD GREY ACADEMY
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PRINCIPAL: MRS SAMANTHA SATYANADHAN
CONTACT: RECEPTION

Lord Grey Academy is part of the Tove Learning Trust
A highly successful and growing multi-academy trust

