Transition Times

7 July 2023 (5th Edition)

Dear Parent/Carer

Introduction to Pastoral Care at The Highcrest Academy

Pastoral Care is given the highest priority at The Highcrest Academy. We have invested in an extensive team to make sure our students have support and advice for whatever difficulty comes their way. We have two members of the Senior Leadership Team dedicated to shaping the delivery of the best possible care. This is the structure of the team:

- Two members of the Senior Leadership Team
- Head of Learning for each Year Group each supported by an Assistant Head of Learning
- Form Tutor
- Matron
- Mental Health Co-ordinator
- Attendance Officer
- Inclusion Support
- Isolated Support
- Learning Support Department
- English as an additional Language Department (EAL)
- Child Protection Officer

You will read more about some of these roles further down, but it is important to remember that EVERY member of staff is here to make sure you are safe, content and able to be the best version of yourself that you can be.

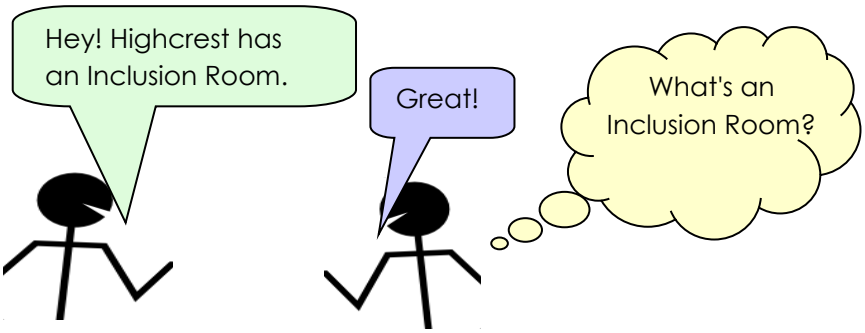
Being a young person can be difficult and complicated sometimes. We make sure that we do our very best to give you the information and facts about a whole range of topics, before you need them. This means that when situations come up in life, you have knowledge that helps you make good choices.

Our Life Lessons offer to you lots of topics that will help you understand and look after your own wellbeing. We have a strong Young Carers support group for any student who has caring responsibilities at home and a Diversity group who meet regularly and have been involved in things like developing our Equal Opportunities Policy. We have many after school clubs and if homework is difficult to do at home, you can join a homework club and get it done here before you go home (such a good idea!).

Our Virtues Programme gives an important framework of expectations for our students and it is important that you learn about them. Finally, life can sometimes be very difficult but it is important to know that your school has a whole team of adults and other students who are here to help. Any barrier that appears, we will work through together. You are about to become part of a great school community.

Miss C To, Assistant Headteacher

Welcome to the Inclusion Room



Inclusion Key Worker

Students may be booked into the Inclusion room by their Head of Learning, SENCo or a member of the Senior Leadership Team.

The Inclusion room is used to support students who, for various reasons, are unable to access their learning in the classroom environment. Where possible, students follow all of their lessons (supported by a member of staff) while in the Inclusion room. They will also receive any interventions they need. The support provided is tailored to the individual, in agreement with them and their family, and allows for a timetable that is best suited to their needs, whether that's a 'one off', a regular lesson or full time.

Students will receive supportive interventions through a Personal Development Plan (PDP). The focus of these sessions is on the building of social and emotional resilience and strategies to promote self-development.

Whatever the reason for being in the Inclusion room, we will work with our colleagues and other agencies, where necessary, to promote the wellbeing of the students we look after.

Isolated Support

Mrs V Sutton

We have high expectations for our students to behave in a way that makes being part of The Highcrest Academy community an enjoyable and rewarding experience.

You will have seen the information about our "Virtues" programme which gives a framework of what is important to us and what we expect from our students.

There might, however, be occasions where mistakes are made and behaviour falls short of those expectations.

When this happens, students spend time in our Isolated Support room, which is run by Mrs Sutton. They work separately, away from the main school. Here, students work in silence and work is delivered, from subject teachers, to be completed. There is time to reflect on whatever mistake has been made and to see if further interventions are required to support the student to move forward successfully.

For most students, one visit to Isolated Support is enough to put them back on the right track. If there are frequent incidents that cause time to be spent there, a package of interventions is tailored to meet the needs and the wider pastoral team become involved.

Child Protection Officer & Mental Health Coordinator

Mrs V May

Hello, my name is Mrs May and I am the Child Protection Officer at The Highcrest Academy.

My role involves being the first point of contact if there are any concerns for our pupils. I can learn about concerns from family, staff members, pupils, friends and neighbours in the community or other schools, as well as outside agencies such as the Police and Social Care.

When I receive a cause for concern, I assess the need and deal with the response appropriately. Concerns could be anything from friendship worries to something more serious like mental health issues, incidents at home or in the community. This often involves referrals to outside agencies for the higher-level cases or internal pastoral support for other issues.

Whatever the need, it is my job, along with the pastoral team, to support the child whilst in school. It is important to note that my work can be highly sensitive and is therefore, confidential.

Mrs J Folkard

Hello, and my name is Mrs Folkard, the Mental Health Co-ordinator at The Highcrest Academy.

The mental health part of my role involves not only supporting those who have a diagnosis or an existing presenting need, but also to initiate and run preventative programmes. These can be small group sessions focusing on self-esteem, anxiety, healthy friendships etc. I am also a qualified counsellor so I not only run individual 1:1 sessions but liaise and refer to our in-house counsellor and make referrals into CAMHS for those students who display a higher need and require greater intervention.

Whatever difficulty you might experience in your life, we have the support to help you through.

Attendance

Mrs J Hunt

My name is Mrs Hunt and I am the Attendance Officer at The Highcrest Academy.

I wanted to introduce myself and let you know a little bit about what I do.

My job is to help you achieve a 100% attendance record. This will help you to get the very best out of your time at Highcrest.

I will ensure that you are registered properly and that we know where you are at all times so that we can keep you safe.

I am easily accessible at school and my door is always open for you to come and see me if there are any problems that are making you not want to come to school. I will always work with you and your parents, where necessary, to deal with any problems to ensure that you feel happy and supported to come to school.

Highcrest is a great place to learn and have fun, I am sure that you will continue to have friendships from your old school and will make lots of new friends here. I look forward to meeting you all very soon.

School Matron

Miss T Jackson

Let me introduce myself, I am Miss Jackson, the School Matron. In my role, I am here to take information about any medical condition your child might have. By working together we can ensure your child is given the best possible medical care. It is very important that the medical admission form is completed in as much detail as possible, this year especially, as I can then assess the forms and call you for a more in-depth discussion if needed.

Whatever your child's need, be it a paper cut or an asthma attack, I will always be available to give first aid and care for your child's medical needs.

My role works alongside the great pastoral team we have here. I would like to reassure your child that I am here for them whenever they need me.

If you have any questions or concerns, please email me at: tjackson@highcrestacademy.org.uk

In order to make sure all students receive the correct level of care, further paperwork has been emailed to parents who have stated that their child suffers with either asthma, or an allergy. Please may I ask you to complete the paperwork by Friday 16 July. If you have not received any paperwork, please email me at gclarke@highcrestacademy.org.uk or call 01494 529866 and ask for Matron. This only applies to students who have an allergy or use an inhaler. Many thanks, Matron.

Year 11 Prefects receiving first aid training

Welcome to the new Year 7s!

We were delighted to meet our fabulous new Year 7 on Tuesday. What a great day!! I am sure you all enjoyed meeting new people and having a taste of the lessons we do here. There was a lot of excitement about the place and a really positive attitude. Mrs Amos and Mrs Wyse are looking forward to September when they will welcome you back.

We would like to share with you some of the activities that appear in our Parent Bulletin. Life is best when we have balance, so try some of these activities in between school work.

WEEKLY WELLBEING FOCUS

Here is your seasonal guide to British fruit and veg from the National Farmers' Union, celebrating all the fantastic fruit and vegetables grown by British farmers.
Their interactive chart will help you find out when British fruit and veg is in season and available to buy.
Use the month and fruit/veg filters to narrow your search and click on a food item to meet the grower or find out more information.

https://www.countrysideonline.co.uk/back-british-farming/cook-and-eat/seasonal-guide-to-british-fruit-veg/

British growers use **modern growing and harvesting technology,** along with good storage conditions to enable us to eat some British crops, like carrots, cauliflowers, potatoes and apples all year. Some warmer climate crops such as aubergines and peppers can be available to buy in colder months because they're grown using glasshouse technology in a controlled micro-environment. Find out more about British horticulture here.

Mr Shaw's Big Quiz of the Week!

National School Sports Week

Last week was a great week in the PE department with lots of students and staff throughout the academy getting involved with sporting activities. In lessons we have had a number of non-traditional sports being played; Lacrosse, Ultimate Frisbee, Danish Longball, Spikeball and Kinball. It has given students a chance to experience a range of new sports and they have had a great time doing so! In addition to this, we have had Staff vs Students lunchtime activities. The staff have had an excellent week winning against the students in each of the activities which included Rowing, Volleyball, a Penalty Shootout and mixed staff Netball. Thank you to all involved who helped make the week run so smoothly and a big shoutout to all the staff who came down at lunch to show off their skills! We look forward to National School Sports Week 2024.

Mr B Geddes, PE Teacher

Trustees' Corner

What do Trustees do at The Highcrest Academy?

RESPONSIBLE
- for the school and staff
- know the school finances are sound
- ensure the school follows all laws
- make sure the school works and pupils benefit

DEFINE PRIORITIES, DIRECTION and the **PLAN** for the school
ATTEND FORMAL MEETINGS
ACT INDEPENDENTLY AND WITH INTEGRITY
COMMIT TIME to other meetings and hearings
VISIT THE ACADEMY to monitor that things are going to plan
ARE PREPARED to read minutes, papers and reports
GET TRAINING
Some have ADDITIONAL ROLES
- with specific responsibilities such as Equalities Trustee and Pupil Premium Trustee

Trustees at the Academy are also known as Company Directors and Charity Trustees. They are DBS and ID checked.

Our meetings are a mixture of face to face and online and you would be expected to attend 8-12 a year. This works out at about 40-60 hours a year or 4 hours a month in term time including reading and visits. There would be full training available (face to face, webinar and online) and certain training we ask you complete in the first year, adding 10-20 hours.

We are particularly looking for experience or interest in strategy, equalities, pupil welfare and attendance, data management and communications, or HR.

If you might be interested in becoming a Trustee or know someone who might be suitable, please contact me to discuss the responsibilities further.

It is an incredibly rewarding experience to be a Trustee, affecting the education and lives of the pupils of The Highcrest Academy and their families. It will develop your skills and shows you are the type of person who will go the extra mile.

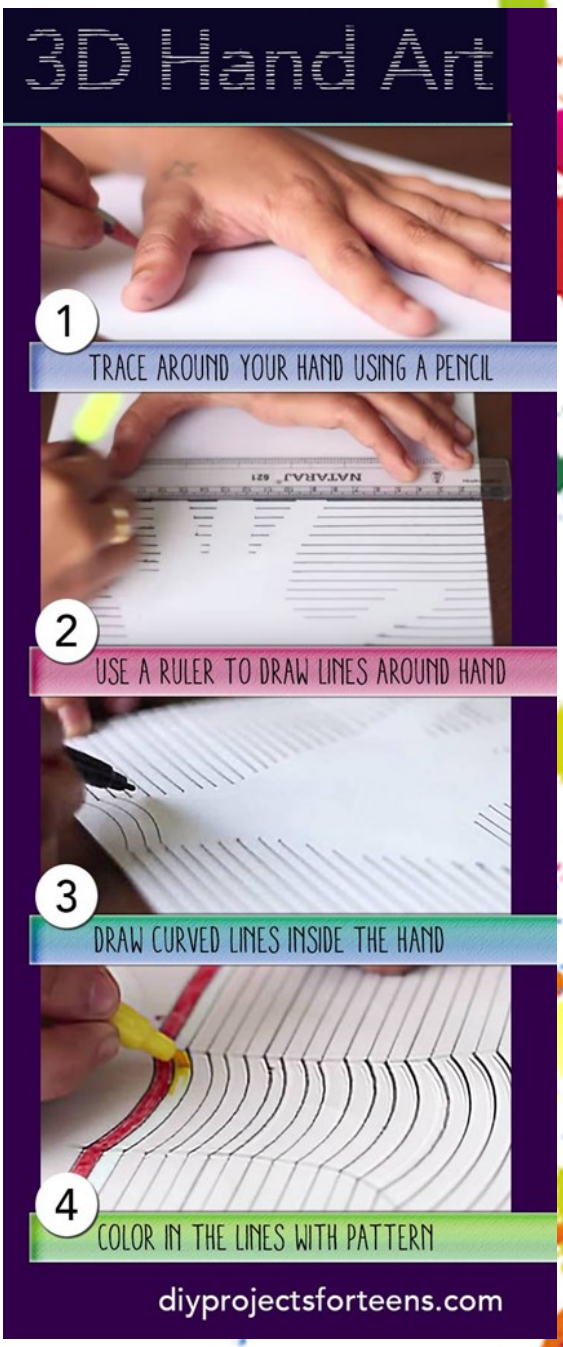
Susan Jollands, Chair of Trustees

Please contact me at jollandss@highcrestacademy.org.uk and include your contact number.

ASPIRE & ACHIEVE

Arts & Crafts Project

How to Draw a 3D Hand



STEP ONE
Begin by placing your hand onto paper or card and trace an outline of your hand with a thin pencil.

STEP TWO
Next use a ruler to draw horizontal lines around the outline of your hand. You can measure and mark the lines first if you want them perfectly spaced.

STEP THREE
Then draw curved lines in the area where your hand was. Start at the bottom and continue drawing all the way to the top.

STEP FOUR
Using your creativity, colour the lines of your drawing to make a multi-coloured dimensional effect. You can use felt tips pens or coloured pencils for this part.

STEP FIVE
Go over the first lines you made with a darker felt tip marker

Our Motto

'Aspire & Achieve'

Our Vision

We work together, in a happy, caring and inclusive community, providing for students of all abilities, backgrounds and cultures, supporting their well-being and developing their characters, giving them every opportunity to aspire and achieve their unique academic and personal ambitions.

Our Virtues

We embody, role-model and teach our A-S-P-I-R-E virtues at every suitable opportunity, helping us to promote happiness and instill a culture of excellence that runs throughout every strand of our academy

Ambition	**S**ensitivity	**P**urpose	**I**ntegrity	**R**esilience	**E**loquence
To have a strong desire to achieve success	To have an appreciation of others' feelings	To work with determination and resolve	To be honest and have strong moral principles	To show strength of character with an ability to recover quickly	To be fluent and persuasive when speaking or writing

Our Core Aims

To help our students 'Aspire' to and 'Achieve' their ultimate ambitions, our aim is to provide ….

Quality of Education	Behaviour and Attitudes	Personal Development	Culture, Leadership & Management
An acutely personalised inclusive curriculum for students of all abilities that creates independent and autonomous learners who are physically, digitally and academically literate.	An environment in which students work in harmony, respecting each other's rights and supporting one another in times of need, forging positive relationships and celebrating successes together.	Cohesive systems that support self-discovery and the development of character that ensures our students become healthy, confident and responsible citizens that make a valuable contribution to society.	A diverse, safe and happy community, where staff love to work, students love to learn and all are given the opportunity to develop.

If you do these things … if you Aspire …

then you can, and you will, Achieve