



Transition:

A Guide for Parents and Carers

2021



A Warm Welcome

I am delighted that your child will be attending Ormiston Chadwick Academy next year and I am writing to welcome you to our learning community. It is very important to us that you feel a part of this next stage in your child's journey and this booklet is designed to give you more information about the transition process. However, we appreciate that this can be a worrying time for parents and if you ever have any questions or concerns, do contact us. We have a dedicated Director of KS3 in charge of transition whose job it is to make sure that your child and you feel confident and prepared for your time with us.

You have made an excellent choice for your child; this is because we provide a safe and stimulating environment in which your child will be happy, make good friends and be challenged to learn and achieve. We will provide a wealth of opportunities for your child so they can develop new skills and talents.

Our curriculum is exciting and engaging. Teaching staff also benefit from a strong and rigorous programme of training so that our minimum standard of 'Good Teaching all of the Time' is met. We invest heavily in our enrichment programme and believe all children should experience a wide range of extra-curricular opportunities during their time with us. We will give your child excellent careers guidance so they can make informed choices about their next steps, no one leaves us without a college place and we follow our alumni closely after they leave because we really consider our children to be family.

We look forward to forming a strong partnership between home and the Academy to ensure the best possible outcomes for your child. Great attendance and encouragement of reading at home are the two things I ask for from parents in terms of support.

Welcome to #TeamOCA



An Outstanding Approach To Transition

In December 2016 OCA underwent its first Ofsted inspection and we are proud that we achieved the 'Outstanding' rating, which is Ofsted's highest accolade. Of course, we didn't need Ofsted to tell us that, but we hope their seal of approval will assure parents and pupils that they will be becoming part of an outstanding school in September.

Here's what the inspectors had to say about our transition programme:

Ofsted

December 2016

Transition

"Leaders have developed an innovative Year 6 into Year 7 transition programme that includes a summer school, a visit to an outdoor centre, subject teachers' visits to primary schools and close communication with parents."

"The detailed attention given to their individual needs on transfer to the school helps pupils to overcome any apprehension about joining the school."

Other Comments

"Since the school opened, the leadership team, the teachers, governors and academy trust have worked together to make rapid improvements to the quality of education provided for pupils."

"In 2016, outcomes were significantly above average for all groups of pupils, placing the school in the top 10% of all schools nationally for pupils' progress."

"Leaders have a very good understanding of the school. Monitoring at all levels is rigorous and effective in identifying and supporting pupils at risk of underachieving."

"Pupils' personal development and welfare are outstanding. Pupils have access to a coherent programme of activities to build their knowledge, skills and competencies to make suitable career choices."

"Teachers' excellent subject knowledge and use of assessment information are major contributors to the rapid improvement in the quality of teaching and learning."

A Time For Change

At OCA we understand that transition to high school can be as much a time of worry for parents as it is for the child. Therefore, with this in mind we have designed a transition programme especially for parents. This short booklet is filled with handy information and advice about your child's move from primary to secondary education and an outline of what to expect.

Getting used to the changes is the hardest part and that's why we encourage you and your child to get involved and get to know OCA as much as possible in the months and weeks leading up to their start in Year 7. The more you get to know us - the more confident you will feel that you have made the right choice for your son or daughter.

Contact Mrs Barratt, Director of KS3 and Mrs Pope, Head of Year 7 ,
via email: year6@ocacademy.co.uk or follow us on Instagram: [oca_year6transition](https://www.instagram.com/oca_year6transition).



What Does Transition to High School Involve?

You may not be aware, but 'transition' for most students has already begun.

Over the course of the summer term, Mrs Barratt, Director of KS3 and Mrs Pope, Head of Year 7 have been communicating with each partner primary school. This is a confidential conversation to help us determine how to best support your son/daughter when they arrive at the Academy in September. This discussion will focus on levels of academic achievement but will include factors such as friendship groups and personality, to ensure that each individual student can be placed in the most suitable form, set and house for them. Due to the current government guidelines we have set up a virtual tour of the school which can be found on our Transition page on the school website. We will also be organising a meet and greet from your Head of Year and form tutors, as well as providing you with comprehensive transition booklets.

For any students requiring extra support, Mr Laughton the SENDCO will be in touch with you to discuss a tailored care package that will be organised and put into effect before the start of the new school year.

When we start in September we will hold two transition days to ensure no-one is missing out. During the first week of your child's schooling with us they will have additional sessions which will help them settle in and ensure they make a fantastic start to their time at OCA.





Key Dates for Your Diary

Please note: Due to government guidelines these dates and times could be subject to change. We will keep you up to date via our website and social media.

Coming Soon

Introduction Videos

This will feature a virtual tour of the school, as well as a welcome message from your Head of Year Mrs Pope and your form tutors.

3rd & 4th Sept

Induction Days

Induction days are crucial in helping to alleviate any worries your child may have over the long summer break. Over the course of the two days, students will find out which form they are in and who their form tutor is. They will spend time in their new form groups, getting to know both their tutor and peers and experience moving around the school building, to make their way to different lessons. Students will also receive their tie at this time in a tie giving ceremony.

3rd September

First Day of High School

Parents and carers are invited to attend a welcome breakfast and induction ceremony with their child before they start lessons on this day.

Things You Need to Know

The School Day **Lesson Times**

Start	End	Activity
8:25am	9:00am	Form Time
9:00am	10:15am	Lesson 1
10:15am	10:45am	Lesson 2 (First Half)
10:45am	11:00am	Break
11:00am	11:30am	Lesson 2 (Second Half)
11:30am	12:30pm	Lesson 3
12:30pm	1:00pm	Lesson 4 (First Half)
1:00pm	1:30pm	Lunch
1:30pm	2:00pm	Lesson 4 (Second Half)
1:55pm	3:00pm	Lesson 5

Start of the School Day

Students may go to the canteen from 8:15am and receive a FREE breakfast before their lessons commence. Our school day starts at 8.25am. All students must be in their form lines at the side of Houghton building by this time.

Lunch Time and Snacks

A 'meal deal' can be purchased from the canteen for £2.50. This offer includes meal and the choice of either cake, fruit or yoghurt.

Please note that fizzy drinks/energy drinks are not permitted in school and will be confiscated and disposed of. Disposable plastic bottles of any drink are also not permitted. However, reusable water bottles can be brought in and used.

Free School Meals

If your child receives a Free School Meal they will have £2.50 added to their account automatically each day just before lunch time. Your child might want to bring an extra snack with them or extra money to buy food from the school canteen at break time.



School Uniform

Essential Items **Boys**

Black blazer
Gold tie (provided by the school)
White shirt (long sleeve or short sleeve but not open neck)
Black tailored trousers
Black or grey socks
Black school shoes
School jumper (optional)
No jewellery other than one pair of small studs in plain gold or silver (sleeper) earrings that must be removed for PE, no make-up, coloured nail varnish, acrylic nails or extreme hair styles/colours.

PE Kit

Purple sports top
Black school shorts
School sports socks
1/4 zip top with logo

Girls

Black blazer
Gold tie (provided by the school)
White shirt (long sleeve or short sleeve but not open neck)
Black skirt or black pinafore in a suitable school style to knee OR black tailored trousers
Black tights, black or grey socks
Black school shoes
School jumper or cardigan (optional)
No jewellery other than one pair of small studs in plain gold or silver that must be removed for PE, no make up, coloured nail varnish, acrylic nails or extreme hair styles/colours.

PE Kit

Purple sports top
Black school shorts
School sports socks
1/4 zip top with logo

Purchasing Uniform

Order from Swiss School Wear

You can contact them online at swisschoolwear.co.uk or telephone 01928 752 610 for all uniform and PE kit orders.

Deadline to order is on or before the 2/8/2021.

The full list of all compulsory uniform and PE kit can be found on our Transition page on the school website and on our social media.



Miscellaneous

Footwear and Coats

Plain black leather or leather style shoes only. Canvas, trainers and trainer style, shoes with bright logos and or laces are not permitted. Bows on school shoes are not allowed. Pupils are not permitted to wear hooded tops as a replacement for school coats or jumpers.

Jewellery, Makeup and Hair

Students may wear one earring in their ear(s). This must be a plain gold/silver small stud. Diamante earrings are not permitted. Other piercings; i.e. nose, tongue etc. are not allowed. Students must not come into school wearing rings, bracelets and or necklaces. Makeup, nail polish and acrylic nails are not allowed by students as well as extreme hair colours and extreme hair cuts, such as a number one, are also not permitted at the academy. Hair should not cover pupils' faces.

School Bag and Equipment

Students must arrive at the Academy fully equipped to learn. All students must have a school bag, a clear pencil case and be equipped with a pen, pencil and ruler. Parents will also be sent a password to the Edulink app, where you can download all homework and see your child's achievement and behaviour records.

What Can You Do To Help?

Transition to high school usually creates a mixed feeling of excitement and nerves. Below are a few tips on how you can help your child to settle into school quickly and confidently.

Hints & Tips

Induction Days

Ensure that your son/daughter is able to attend their Induction Days, as these events are key in enabling pupils to feel more confident about starting high school.

Chat

Talk through any worries your son/daughter may have about starting high school. Reassure your son/daughter that feeling nervous is completely normal and everyone else will be feeling the exactly the same!

Enrichment

Encourage your child to attend enrichment clubs. Please see the 'Student Booklet' page for more information about what is currently on offer.

Prepare

Ensure that your child has all of their uniform and equipment before September and knows how to get to school. Ensure their route/travel arrangements are planned in advance, to avoid anxiety on the first day.

Attendance

Ensure and encourage good attendance. Attendance is essential to a child's academic progression, but it is also significant to the transition process. If a child misses the first few days, they may find starting high school even more daunting, as other children will have already started to form friendships, find their way around and complete work in their lessons.

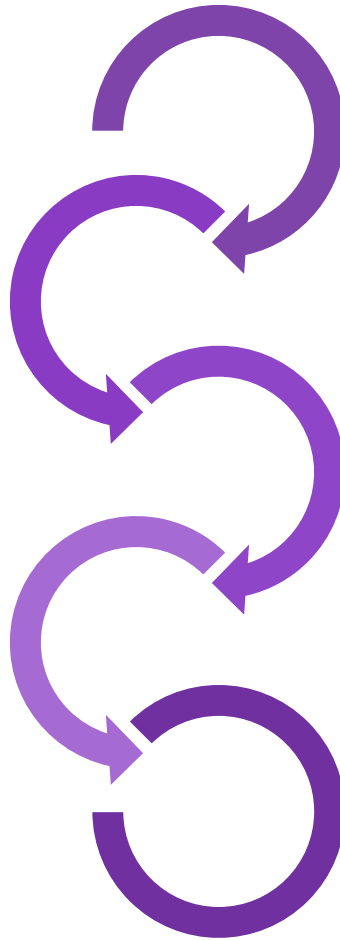
Read With Your Child

Academic research shows that reading ability and high comprehension levels underpin all other aspects of learning. Supporting your child with their reading will undoubtedly give them a boost with their class work.

Attendance And Punctuality

Students with attendance lower than 85% on average, earn £10,000 a year less when they are 30 than the equivalent students whose attendance is over 97%.

90% attendance over 5 years sounds good but in reality it means you have missed ½ a year of school.



Poor attendance directly affects outcomes to learning, employment opportunities and college chances once the child leaves school.

10 hours missed in any subject at Year 11 is worth at least a grade at GCSE.

80% attendance equates to one missed day a week.

Expectations

Attendance

The national figures for attendance at high school are expected to be over 97% for each individual student. If attendance falls below this figure, then a support package will be put in place by OCA to help your child improve their attendance.

Punctuality

The Academy's school day starts at 8.25am. Students need to be in their form lines and ready to start their day by this time.



Frequently Asked Questions

Question

The school is an academy, what does it mean?

An Academy (in the education system in England) is a school that is directly funded by central government (the Department for Education) and is independent of local government control. The benefit of this is that we receive more funding from the government, which we are free to deploy as we see fit. This means that we can employ more staff to teach and support your children or purchase extra resources, like computers or books to help them to make progress. We are also able to subsidise many trips, such as theatre trips, sports trips and our annual trips skiing for students and we regularly bring in well known writers and specialist artists to work with the students.

Question

Who are Ormiston?

Ormiston are our sponsors. Ormiston was founded by the Murray family following the tragic death of Fiona Ormiston Murray in a car crash on her honeymoon in 1969. They wanted to create a living memorial to a woman who loved children, but was denied the chance to have her own. Ormiston opened its first service in 1981, the Robert Milne Family Centre, a former Barnardo's home in Ipswich. In 1992 Ormiston Children and Families Trust was established to manage the increasingly diverse direct service provision to children, young people and families. Partnerships with 'Save The Children Fund' and the prison service led to new and innovative work to support families across the region. Ormiston is now the biggest children's charity in the East of England, with services in Essex, Suffolk, Norfolk, Cambridgeshire, Bedfordshire, Hertfordshire and London.

Question

What does Age Quod Agis mean?

Age Quod Agis is translated to mean 'Whatever you do, do it to the best of your ability'. This is OCA's school motto. We want all of our students and staff to have high aspirations and to bring out their best on a daily basis.

Question

What is Personal Development?

We believe in educating the whole child and are committed to nurturing personal development and creating positive and responsible citizens. We are committed to ensuring that OCA students understand and respect the ever-changing multi-cultural and multi-faith nature of the community of Great Britain through study underpinned by the British Values of Democracy, The Rule of Law, Individual Liberty, Mutual Respect and Tolerance. We have an exciting and thorough Personal Development curriculum that covers key elements of; Personal, Social, Health and Economic Education, Sex and Relationships Education, Religious Education, Citizenship and Careers Education Advice and Guidance.

Question

What is Morning Enrichment?

This encompasses activities that provide students with a rounded enrichment to support our inter-disciplinary curriculum. It works alongside the Personal Development curriculum in ensuring the holistic theme of the week brings learning to life through various activities each day. These include: Assembly, Literacy Activity, Careers Activity, Structured Reading and a morning embracing Cultural Capital.

Question

How do you stretch and challenge students?

Students are constantly challenged on a daily basis in all their lessons across all abilities. A CPD programme for staff ensures they are well equipped to know how to challenge students effectively maximising their progress. Students get to select a series of options in year 8 and 9 to provide them with a taster of subjects they are able to select for their GCSEs. Part of the Careers Information Guidance Programme incorporates many bespoke activities that promote students that are deemed gifted and talented in specific areas, such as prestigious university programmes.

Question

My child has special education needs, what do I need to do to ensure that he/she receives support?

Any students with SEND will already be identified to us from our liaison with year six teachers. This allows us to plan ahead for any support that may be needed, including gathering information from outside agencies and making provision from any other support that may be required.

We have an excellent SENDCO, Mr Laughton who is available to discuss any of your concerns. Please be assured that your child will receive excellent SEND support at OCA.



Question

Who decides what set my child goes into?

As circumstances are different this year, we will be using your child's primary school teacher assessment which will then work alongside our own assessments and baseline testing.

Subject teachers will continue to monitor Year 7 students closely to make sure they are in the right set for their ability and needs.

Question

My child needs extra support with his/her work, how will this happen?

The type of support required is determined by the nature of the child's individual need. Support can be offered in class through Teaching Assistants, during the enrichment session at the end of the day, or via withdrawal (at specific times) to attend individual programmes of support. Subject teachers will also be given Pupil Support Plans for some students, which will allow them to adapt their lessons and differentiate accordingly.

We also have a dedicated group in Year 7 which runs similar to a primary school class, in that students have the majority of their lessons in a dedicated group that usually operates as a slightly smaller class size. This group is designed specifically for children who need intensive levels of support, particularly regarding their literacy and numeracy skills. Students in this group benefit from an exceptionally high programme of support throughout their first year at OCA.

Question

What if my child gets bullied?

The academy operates a zero tolerance bullying policy and any such issues are treated seriously and investigated accordingly. Students attending OCA create and sign an anti-bullying pledge in Year 7 and regularly take part in bullying awareness activities throughout their time at school, to highlight the different forms and effects of bullying.

Students are encouraged to talk to their form tutors, Assistant Head of Year, Head of Year or any other member of staff at any time about anything concerning them. If you suspect your child is experiencing difficulties with another student, please contact their Form Tutor immediately so that intervention can be initiated.

Question

What are the bus links like?

The bus links in and around the local area are very good. Please visit; <http://www.haltontransport.co.uk> or contact Traveline on 0871 200 22 33 for more information. Any student who lives more than two miles away from the Academy and is in receipt of free school meals may be entitled to assisted school transport and can apply by contacting Halton Direct Link in Halton Lea or Widnes or by phoning 0303 333 4300. For students who don't meet the criteria, we have arranged, with Arriva Buses to provide a Scholar Termly Saver Ticket, which allows parents to make a considerable saving on their child's daily or weekly bus pass costs.

Question

What happens if my child is off school?

In the case of illness you must contact the main school reception (0151 4245038) as early as possible on the morning of your child's absence (and every day that they are absent, unless stated in a previous phone call that your child may be off for a certain number of days).

You are required to send a letter to your child's form tutor on their return explaining the reason for their absence. If you fail to contact school regarding your child's absence, you will receive a phone call informing you that your son/daughter is absent and enquiring about the reason why.

Sniffles, coughs and light colds are to be expected in a secondary school – we do not expect students to take time off for minor ailments and try to get them into a good work ethic from day one.

Question

What if my child is currently on Free School Meals, will this continue at OCA?

If your child receives a Free School Meal (FSM) at their primary school, you will need to apply for this to continue at high school by completing an application form for FSM at Halton Direct Link Office, Church Street, Runcorn.

Pupil Premium– your child could be entitled to extra funding

If your child is entitled to a Free School Meal or has been in the last six years please let us know! The Department for Education allocates funding of up to £600 for any children on roll that are known to have been eligible for FSM at any time in the last six years. The academy can then use this money to implement additional support and resources to raise attainment and ensure your child reaches their full potential. Pupil Premium is also provided for children in care or these who have been looked after continuously for at least six months.

If the above applies to your child, please contact Mrs Pope.



Contact Mrs Pope via email:

year6@ocacademy.co.uk

Follow us on Instagram:

[oca_year6transition](https://www.instagram.com/oca_year6transition)

[OAT]
Ormiston Academies Trust

An **OAT** Academy