



St Edward's
Church of England
Academy

Parent Information Booklet

September 2023

RECOGNISE • **E**NCOURAGE • **S**TRIVE • **P**REPARE • **E**MPATHISE • **C**HRISTIAN • **T**EAMWORK

Principal's Message

I am very pleased to welcome you to St Edward's Church of England Academy, Leek. Our Academy is a mixed School for students aged 9-13 and is proud to be a Christian community.

We aim to provide the highest quality of education to the young people in our care within a community whose ethos, vision and mission are based on the teachings of Jesus and the belief that every person is loved and accepted by God. This is summed up in our motto: *Learn for Life*.

At St Edward's, we want all our pupils to achieve well and take great care to ensure that we have an appropriately broad and balanced curriculum together with pastoral structures to support this. The links between the pastoral care, academic achievement and enrichment opportunities are designed to enable every pupil to reach their potential.

To develop the whole person, a myriad of extracurricular and out-of-classroom experiences are available from chess club and our vegetable garden to rugby and musical productions. Such activities foster a team spirit and help to nurture those characteristics that set St Edward's pupils apart. They are also a testament to the commitment and enthusiasm of our staff to provide a setting where each child can flourish.

The school opened in 1981, in buildings formerly occupied by a boys' high school, and since then various alterations and extensions have been made to improve the premises. The latest developments have involved the construction of two new classrooms, the complete refurbishment of one of our labs, new roofing, and renovation of the gym into a sports hall and the refurbishment of the library.

We are part of the Leek Education Partnership, a partnership of 17 local schools, and we also have a collaboration agreement with the Talentum Learning Trust which consists of Churnet View Middle School, Westwood College and Leek High School.

I would like to extend a personal invitation to you to meet with both the staff and pupils, who will demonstrate the outstanding education St Edward's Church of England Academy, Leek has to offer to your children.

Yours sincerely,
Mrs K Smith
Principal

	Newton		Elgar		Nightingale	
	House Leader: Mrs H. Matthews		House Leader: Mrs L. Mountford		House Leader: Mrs C. Mulroy	
Tutor	Isaac	Newton	Edward	Elgar	Florence	Nightingale
Year 5	Mrs T. Dickinson Room 107	Miss S. Ecclestone Room 108	Miss L. Towers Room 104	Mrs M. Evans Room TBC	Mr J. Renshaw Room 102	Mr C. Burrows Room 101
Year 6	Mrs H. Bentley Room 113	Mrs M. Collier Room 103	Miss K. Evans & Miss H. Wood Room 119	Mrs J. Ibbotson Room 106	Mrs C. Hirst & Mrs M. Stavrou Room 118 / 204	Mrs K. Ashcroft & Mrs J. Eardley Room 210
Year 7	Mr M. Massey Room 121	Mrs S. Turner-Bradbury Room 110	Miss H. Jones & Mrs R. Rose Room 202 / 117	Mr L. Braxton Room 124	Miss E. Rathbone Room 208	Mr P. Jones Room 201
Year 8	Mr S. Allanson Room 111	Mrs L. Moyden & Mrs R. Aggett Room 120	Mr C. Whetnall Room 207	Miss L. Newport Room 123	Mrs R Bridge Room 116	Mr J. Clews Room 206

The Academy Prayer

Heavenly Father, thank you that you know everything about us and love us all. Thank you for food and drink and friends and family. Please inspire us to be kind, motivate us to help others and challenge us to look after the amazing world you have made.

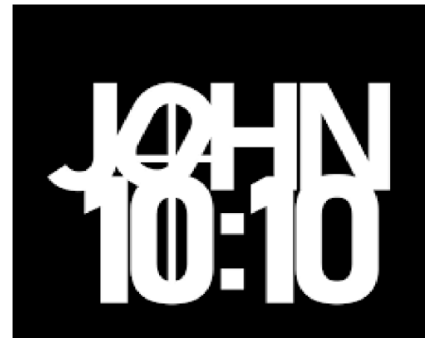
Lord Jesus, thank you that you died on the cross to save us. Thank you for our education and for the power to share knowledge. Be our light to lead us through times of darkness and give us courage to do the right thing even when it is hard.

Holy Spirit, thank you that you are always with us. Please show us how to make good choices and to respect each other as we learn together. Bless our teachers and everyone who works at our school and be our guide as we learn for life.

Amen.

10:10 Statement

I can because I am
I am here to listen
Because I can listen I can learn
Because I can learn I can lead
Because I can lead I can love
Because I can love I can live life to the full
Because I am a 10:10 person



The Academy Day

8:45am – 9:00am	Registration/Tutor Time
9:00am – 9:50am	Lesson 1
9:50am – 10:40am	Lesson 2
10:40am – 11:00am	Break
11:00am – 11:50am	Lesson 3
11:50am – 12:40pm	Lesson 4
12:40pm – 1:40pm	Lunchtime
1:40pm – 2:00pm	Registration/Tutor Time/Collective worship
2:00pm – 2:50pm	Lesson 5
2:50pm – 3:40pm	Lesson 6

Who do I contact?

If you wish to let us know about a pupil absence please ring the school office giving your child's name and tutor group on 01538 714740

If you wish to contact the school about anything other than to report an absence please use the contact form on the academy website leaving your name contact number and query and someone will get back to you. [Contact - St Edwards Church of England Academy](#)

Please do not contact the school office via telephone unless it is an emergency

If you have an issue regarding academic or pastoral matters, these should be raised with the appropriate **House Leader** so that they have the full picture of any pupil within their House group.

The House Leader will then liaise with the necessary staff and decide who then needs to follow up with parents/carers.

Telephone numbers

House Leader	Newton	Mrs Matthews	01538 714762
House Leader	Elgar	Mrs Mountford	01538 714746
House Leader	Nightingale	Mrs Mulroy	01538 714756

Other methods of communication

The pupil planner is often a good way for the home and the Academy to communicate. Pupils can show their planner to their House Tutor during any tutor group period if there is a note from home.

The Academy regularly informs parents/carers of forthcoming events. This is done by letter which is sent out as an email (Please ensure you inform the office if you change your email address or telephone number).

The Academy website has copies of all letters that are sent home and it also contains other valuable information such as curriculum, policies and useful links.

In addition to this, the Academy has a Facebook page. This is used to give match results and to keep parents/carers informed when pupils are on residential visits. Photographs are regularly posted here.

Uniform

Personal Appearance

Pupils should always present themselves in a smart and respectful manner within the Academy and when travelling to and from it. All clothing and equipment should be clearly labelled with pupil's name to avoid them misplacing or confusing their possessions with other pupils.

Academy Uniform

All pupils are expected to wear the Academy uniform as outlined below

- **Blazers*** - the official blue Academy blazer with the embroidered logo must be worn. (This Blazer is manufactured by Winterbottom's and is a standard Navy blazer)
- **Shirts** - white collared shirts must be worn. No logos are permitted
- **Jumpers*** – are optional but if wearing a jumper, it **MUST** be the official Academy grey jumper with the Academy logo. (see Academy website for further information)
- **Ties*** - pupils must wear the tie that indicates which House they are in (yellow stripes for Elgar, Red for Nightingale and Blue for Newton)
- **Trousers** - must be charcoal or dark grey with no stripes or flecks. They should be classic style and loose fitting with no exposed zips, external pop-rivets or pockets. Tailored pockets are allowed. Jeans, 'skinny' trousers, fashion shorts or other fashion items are not allowed
- **Skirts** - must be charcoal or dark grey. They should be loose and no shorter than 1 inch above the knee
- **Belts** - only narrow plain black or navy belts may be worn
- **Socks** - only grey or black socks should be worn. Grey or black tights may be worn with skirts
- **Footwear** - sensible plain, all black leather (or leather like) shoes which cover and protect the toes are to be worn. Logos or 'features', such as the Adidas three stripes, Nike tick, the New Balance NB, Puma form strip, converse star/circle, etc. are acceptable, however the logo must be black in colour. Plimsoll style footwear or soft fabric are not acceptable. Please see photos on page 7 for further clarification. In bad weather, boots or Wellingtons may be worn to travel to the Academy and then changed for normal school wear upon arrival. Any medical conditions requiring the wearing of alternative footwear should be referred to the Academy
- **Hoodies** - are not allowed. Academy hoodies are only to be worn during sporting fixtures and PE days / PE lessons and should not be worn at any other time including break and lunch time
- **Hair** must be a natural colour (and may include natural coloured highlights or lowlights). Hair must be at least **7mm long (a number 3)**. Long hair (i.e. below shoulders) should always be tied up. **Fashion cuts are not allowed, including 'dip-dyed' hair, 'tram lines', 'patterns' 'shaved heads', 'Mohicans', etc.** Eyebrows must also be of a natural colour and should not be shaved or partly shaved
Bobbles are to be used when tying the hair back. Hair bands are permissible but should also be plain and grey, black, dark blue or navy blue in colour. 'Holiday braids' are not permissible
- **Jewellery, valuables, earrings or piercings** (other than one small stud on the lobe of the ear) are not permitted on the grounds of Health and Safety. A simple wrist watch or 'Fitbit' may

be worn (SMART watches are not allowed). **(The Academy accepts no liability for lost or stolen items)**

- **Make-up, nail varnish and fake nails** must not be worn
- **Coats and jackets** - must be suitable for outdoor play and must not be worn in the building. In the winter months, high viz bands may be worn
- **Large amounts of money or items of value** (including personal audio equipment such as iPads or other tablet devices, electronic games or jewellery) must not be brought into the Academy (for more information on mobile phones, please refer to the Academy's Mobile Phone Policy) Such items will be confiscated by staff and must subsequently be collected by parents/carers from the Academy office. **(The Academy accepts no liability for lost or stolen items)**

All items that are marked with an asterisk * are only available from our approved supplier, **Supersport** (<https://www.supersport.co.uk/>) which is based in Leek. [If purchasing from other suppliers, please ensure that the uniform purchased complies with the guidance.](#)

Examples of Acceptable Footwear



Examples of Unacceptable Footwear



Equipment

We expect our pupils to bring to school each day the following items:

- The Academy pupil RESPECT planner
- A suitable sturdy school bag – examples of appropriate bags are on the school website
- A pencil case
- Two pens/biros (black or blue)
- A pencil
- A ruler
- Headphones / ear-buds (for computing and music)
- A reading book

Other items that are useful:

- A green pen
- A pencil sharpener
- A rubber
- A calculator
- Coloured pencils

PE Kit list (Compulsory Items)

If a pupil is taking part in a lunchtime or afterschool sports activity, on a day when they **do not** have a PE lesson, then pupils should come to school wearing their normal school uniform and get changed at either lunch or at the end of the day.

- St Edward's Academy PE Shirt or St Edward's blue polo
- St Edward's Academy shorts/skort/plain black leggings (no patterns, stripes, logos etc.)
- St Edward's Academy branded hooded sweatshirt
- St Edward's Academy socks
- Short white sports socks/trainer socks
- Trainers (not pumps)

Seasonal according to lessons PE teachers to advise

- Football boots
- Shin pads
- Mouth guard

Optional Items

- St Edward's Academy reversible rugby shirt
- Plain navy base layer tops and bottoms
- Plain navy joggers

Swimming (Boys and Girls) Year 5 only

- Swimming trunks or costume (one piece) in any sensible colour
- Swimming cap must be worn by all pupils who have long hair

Where to buy our uniform and sports kit from

Supersport (Leisure Shirts) Ltd,

Hope Silk Mill,

Macclesfield Road,

Leek, ST13 8JZ

Telephone: 01538 386226




<https://www.supersport.co.uk/>

St Edward's Academy House System



The House system creates competition, promotes good work and behaviour, encourages teamwork, provides opportunities to take on responsibilities and brings everyone in the school together. The system also helps us to focus on our values and ethos.

Our House Leaders:

Newton	Elgar	Nightingale
		
Mrs Matthews (DDSL) Antibullying Leader	Mrs Mountford Social & Emotional Support	Mrs Mulroy Mental Health & Wellbeing
5Isaac & 5Newton	5Edward & 5Elgar	5Florence & 5Nightingale

Term/Holiday Dates

School term and holiday dates 2023/2024

Autumn Term 2023

Inset Day	Monday 4 th September
Staff	Monday 4 th September - Friday 27 th October
Transition Day	Tuesday 5 th September (Year 5 Pupils Only)
Pupils	Wednesday 6 th September - Friday 27 th October
Holiday:	Monday 30 th October - Friday 3 rd November
Inset Day	Monday 6 th November
Staff	Monday 6 th November - Friday 22 nd December
Pupils	Tuesday 7 th November - Friday 22 nd December
Holiday	Monday 25 th December - Friday 5 January

Spring Term 2024

Inset Day	Monday 8 th January
Staff	Monday 8 th January - Friday 9 th February
Pupils	Tuesday 9 th January - Friday 9 th February
Holiday	Monday 12 th February - Friday 16 th February
Staff	Monday 19 th February - Friday 22 nd March
Pupils	Monday 19 th February - Friday 22 nd March
Holiday	Monday 25 th March - Friday 5 th April

Summer Term 2024

Inset Day	Monday 8 th April
Staff	Monday 8 th April - Friday 24 th May
Pupils	Tuesday 9 th April - Friday 24 th May
May Day	Monday 6 th May
Holiday	Monday 27 th May - Friday 31 st May
Staff	Monday 3 rd June - Friday 19 th July
Pupils	Monday 3 rd June - Friday 19 th July
Inset Day	Monday 22 nd July

Emergency School Closure

In adverse weather conditions or other emergencies, it is our usual policy to send pupils who travel by bus home early. The appropriate buses will still be used to transport pupils to their regular drop off points. All remaining local pupils will stay in school until 3.40 pm.

However, in some emergencies or in severe weather conditions, we may need to evacuate the whole Academy early.

Parents, carers or those with parental responsibility are therefore requested to complete the emergency closure form to provide the Academy with their instructions should an emergency closure arise. This form may be obtained from the Academy office.

In the event of adverse weather, a text message will be sent to the mobile phone number of the primary contact for a pupil. A message will also be displayed on the Academy website and our Facebook page. It is important that any change of mobile phone number, email address or other details be reported to the Academy at the earliest opportunity.

We also advise parents/carers to listen to:

Radio Stoke (94.6FM, 104.1FM) www.bbc.co.uk/england/radiostoke

Signal Radio (102.6FM) www.signal1.co.uk

Moorlands Radio (103.7FM) www.moorlandradio.co.uk

When a decision is made to close the school, these radio stations are immediately notified and will make regular announcements.

You can also visit the emergency closure page on the www.staffordshire.gov.uk website for more information about school closure. Type in school closure in the search box.



The Friends of St Edward's

Registered Charity 1058569



Dear Parents/Carers,

'The Friends of St Edward's Academy' is a small group of parents, carers and teachers who get together once per half term for an informal chat about ways to raise funds for extracurricular items and activities for the Academy. You may be more familiar with the term 'PTA' at your child's first or primary school.

Our aim is to organise social activities that our children and their families will enjoy, as well as raising funds to supplement the Academy's regular budget and help enrich their education.

Our hope is that the children will remember their school days fondly, particularly the fun after-school events. To give you an idea of what we have achieved in previous years, currently, we have raised an average of £5,000 per year. This has been used to fund additional reading and maths materials, sports, music and IT equipment, to name but a few.

Holding regular discos and family events such as a Summer Fayre and Christmas Raffle have all helped us to achieve this. These events have been thoroughly enjoyed by everyone: the children, their families, their friends and teaching staff.

If you are able to help support us when your child starts at St Edward's Academy, please contact the Academy office via the contact form so you can be included in the Friends List for updates about meetings and the latest events being organised. Please provide your name, your email address and telephone numbers.

Helpers are always needed, and we welcome new faces and fresh ideas.

Welcome to St Edward's Academy!



