

# The Priory City of Lincoln Academy



## Information Booklet



# The Priory City of Lincoln Academy

**Address:**

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**Website:**

[www.priorycity.co.uk](http://www.priorycity.co.uk)

**Headteacher:**

Mrs J. Hopkinson

**Chair of Trustees:**

Mr H. D. Gee  
Priory House  
Cross O'Cliff Hill  
Lincoln  
LN5 8PW

# Our Academy

## **Introduction**

This section of the prospectus contains more detailed information about the Academy, including rules, guidelines and statistical data. The Priory City of Lincoln Academy has an expectation of high standards of uniform and behaviour. With considerable attention to detail we set out clearly what is expected of our students and we suggest to all prospective members of our Academy that if you join us you have 'signed up' to follow all of our rules not just the ones that are convenient. We always ask parents for their support in this and are delighted by their positive response.

## **Uniform**

We consider the wearing of uniform to be very important. It provides our students with an identity, it helps promote a purposeful approach to learning and it demonstrates a commitment to the values of the Academy. Our strict and consistent approach is appreciated by students and parents. Indeed, both students and parents have worked hard with the Academy to ensure that the uniform is of a high standard and appropriate to the requirements of modern day education.

There is an expectation that all members of the Academy will strive to look their best. For students this will mean wearing the Academy uniform correctly when travelling to, from and within the Academy and when on Academy trips and visits. Extreme haircuts (as decided by the Academy) and evidence of dye or tints are not acceptable.

All items of uniform, including PE kit, must be clearly marked with the student's name. In exceptional circumstances, where there is a clear medical need that prevents flat or low heeled shoes from being worn, plain black training shoes can be worn by prior arrangement with the Head of Year.

With all aspects of uniform, if you are uncertain about a specific issue, please ask for our advice. It is worth pointing out that students can, and will, be disciplined and ultimately sent home if they are not wearing the correct Academy uniform. We want to work with you to ensure that this doesn't happen.

# Uniform at the Priory City of Lincoln Academy

## Academy uniform for Girls

Black Blazer with Academy badge

Either: Black trousers in classic trouser cut, or black skirt (not tight fitting and no longer than 10cm from mid-knee)

White shirt and Academy clip on tie

White socks or plain tights with skirt or

Black socks with trousers

Black plain safe and flat shoes

Black V-necked pullover (optional)

Plain school bag

## Academy uniform for Boys

Black Blazer with Academy badge

Black trousers in classic trouser cut

White shirt and Academy clip on tie

Black or grey socks

Black plain safe and flat shoes

Black V-necked pullover (optional)

Plain school bag

## Jewellery

Jewellery must not be worn in school as it causes problems of safety and security. Students may wear one single plain stud in the lobe of each ear.

Students must not have other piercings done if there is insufficient time for them to heal—it is simply not appropriate for them to come to school with plasters over their piercings.

Students may only wear lapel badges that have been awarded to them by the school.

## PE Kit

### Girls:

White ankle socks and navy knee-length socks

Red Academy polo shirt

Navy shorts

Navy wrap around skirt (optional)

Training shoes

Football boots and shin pads

One piece swimming costume

Towel

### Boys:

White ankle socks and navy knee-length football socks

Red Academy polo shirt

Navy shorts

Training shoes

Football boots and shin pads

Swimming trunks/shorts (not knee-length Bermuda shorts)

Towel

# General Information

## **Academy Shop**

The shop provides many items useful in the day to day life of our students, including a full range of stationery. This ensures that the excuse of forgetting these items is a thing of the past. During term time, the shop is open at break and lunchtimes.

## **Insurance**

Parents are reminded that the Academy does not accept responsibility for personal property. Students are strongly advised not to bring expensive items to school. Parents should initially check their household insurance policy to see that they are covered. The Academy does not accept any liability.

## **Mobile Phones and Cameras**

Whilst we understand that mobiles have, to an extent, become a useful security item, they bring with them significant problems. Whilst on site, mobile phones must be turned off and remain off. Students are advised to be discreet in the use of their phones to and from school in order to prevent becoming a target of aggravated phone theft. The taking of photographs of any kind, on the Academy site, is done so with the prior permission of the Headmaster only. Possessing images taken on our site, even if it is of friends, can lead to problems.

## **Calculators**

It is beneficial for students to have a simple scientific calculator. They can be purchased from the Academy shop and are suitable for pupils up to the end of their GCSE courses. Maths and Science teaching staff will be pleased to offer advice on such a purchase.

## **Uniform Shop**

All Academy uniform items can be purchased at The Schoolwear Centre in Lincoln.

## **Charging for Activities**

The Priory City of Lincoln Academy does not charge fees for tuition. Charges may be necessary for activities which take place in Academy time or which form part of the curriculum studies of the Academy. In some cases, the Academy may invite parents to make a voluntary financial contribution to activities which are additional to the basic curriculum. However, there will be no obligation to make such contributions and equality of opportunity for all students will be maintained, irrespective of any voluntary contributions. The only exception to this is for external music tuition where there will be a charge which is payable in advance.

## **Academy Trips**

Trips are a valued part of our provision. Their success is due to the dedication and commitment of the staff that carry out these voluntary duties. It must be remembered that there is no automatic right for students to participate in these activities and the Academy, therefore, reserves the right to decide on the composition of any trip. The inclusion of students is on the understanding that their standard of behaviour, progress in their work and commitment to the wearing of their uniform is acceptable to the Academy. If they fall short in these areas, then the Academy reserves the right to exclude students from the trip. Similarly, as students represent The Priory City of Lincoln Academy on the trip, it is essential that their behaviour reflects our high expectations. Failure to adhere to the requirements of the trip, including the wearing of smart casual dress (as set out in a kit list) and excellent behaviour throughout, could result in students: being withdrawn from the trip, being sent home from the trip and/or being prevented from involvement in future trips. The Academy's decision is final.

# Further Information

## **Behaviour Outside the Academy**

Students must apply the same high standards of behaviour when wearing uniform outside of the Academy as they do within it.

## **Summary of the Sex Education Policy**

There is a programme of sex education within the curriculum in order to assist students to have due regard for moral consideration and the value of family life.

In particular, the aims of the Academy's Sex Education Policy are to support the personal, moral and social development of all students and ensure that they have the ability to accept their own and each other's sexuality. They should learn to enjoy relationships based on caring, mutual respect and responsibility whilst learning to take responsibility for the health of themselves and those around them.

## **Arrangements for Pupils with Special Educational Needs (SEN)**

The Learning Support Department at the Priory City of Lincoln Academy supports students across the curriculum. In class support, small group work, an integrated learning computer system, "Successmaker" are all part of the range of strategies that are used to support the specific needs of students. The Academy believes partnership between the student, the parent and the Academy is of key importance and regular reviews are an integrated part of its SEN provision.

The criteria for admitting students with SEN are the same as for other students except where the LEA decides that mainstream education is not appropriate. Parents of a student with a statement for Special Educational Needs should discuss their child's needs with the Academy before an application is made.

## **Religious Education**

RE is provided for all students in accordance with the Lincolnshire Agreed Syllabus of Religious Education. A daily act of collective worship is held. Parents have the right to withdraw their child from this act of religious worship and other religious education by making a written request to the Headmaster. The Academy has no affiliation with any religious denomination.

## **Race Equality Policy**

The Academy is committed to providing equal opportunities for all. The Academy's policy will be available on the website.

## **Website**

The Academy website will have a parents' section on which a full range of policies can be accessed these include: Sex Education, Anti Bullying, Child Protection, Health and Safety, The Promotion of Good Behaviour and Sanctions Adopted in the event of Pupils Misbehaving.

## **Expressing your concerns**

We are fully committed to providing the best possible education for your child. However, we realise that sometimes things go wrong and that this can be an anxious time. Most concerns can be resolved through contact with your child's Form Tutor (via the planner) or by contacting one of the pastoral team, in the first instance the Year Pastoral Manager. If you feel that an issue has not been resolved then our Deputy Head can be contacted in writing or by phoning the school reception. We will try to deal with your concerns within twenty four hours, but certainly within five working days. If you are still unhappy, we will provide you with information about your rights and the different ways in which you can pursue your concerns.

# Admissions

The Priory City of Lincoln Academy will have a Published Admission Number of 150 pupils. Applications will be made in accordance with the LA's co-ordinated admission arrangements and will be made on the Common Application Form provided and administered by the Lincolnshire County Council LA. For further details please see the Going to School in Lincolnshire booklet. Where the number of applications for admission is greater than the Published Admissions Number applications will be considered against the criteria set out below:

Children in public care or who have a statutory right to a place in the Academy (e.g. a statement).

There is a sibling who will be attending the Academy when the child is due to start.

The child who lives nearest the Academy as the crow flies from the Academy's main entrance on Skellingthorpe Road (or from the new main entrance if that entrance is changed) to the front door of the child's home.

The Academy will admit up to 15 places on aptitude. Parents who wish to seek a place at the Academy for their child based on aptitude for sport are asked to present their child for the assesment the year preceding entry on the notified date.

Parents who wish their child to take the assesment should request, complete and return the assesment application form which is available from the Academy at least one week before the assesment.

As allowed under the code of practice children of staff in shortage areas recruited after 1st March in the year of admission may be considered as exceptional entries.

# Academy Times

## The Academy Year

Term	Start	End
Term 1	Tuesday 4th September	Friday 26th October
Term 2	Monday 5th November	Friday 21st December
Term 3	Tuesday 8th January	Friday 15th February
Term 4	Monday 25th February	Wednesday 27th March
Term 5	Monday 15th April	Friday 24th May
Term 6	Monday 3rd June	Friday 19th July

## The Academy Day

	Start	End
Form time	8.30	8.40
Reading time	8.40	8.55
Period 1	8.55	9.50
Period 2	9.50	10.45
Break	10.45	11.00
Period 3	11.00	12.00
Lunch	12.00	12.30
Period 4	12.30	1.30
Period 5	1.30	2.30
Enrichment	2.30	3.30



# Curriculum

## Key Stage 3 Curriculum for September 2012

Subject	Periods
English	4
Mathematics	3
Science	3
Technology/ICT	3
Languages	3
Humanities	4
Performance: Music, Drama, Art	2
Sport	2
RE	1
<b>Total</b>	<b>25</b>

## Key Stage 4 Curriculum for September 2012

Subject	Periods
Core subjects	
English	3
Mathematics	3
Science	4
RE	1
PE	2
Option 1	3
Option 2	3
Option 3	3
Option 4	3
<b>Total</b>	<b>25</b>

# Key Stage 4 Results: 2011/12

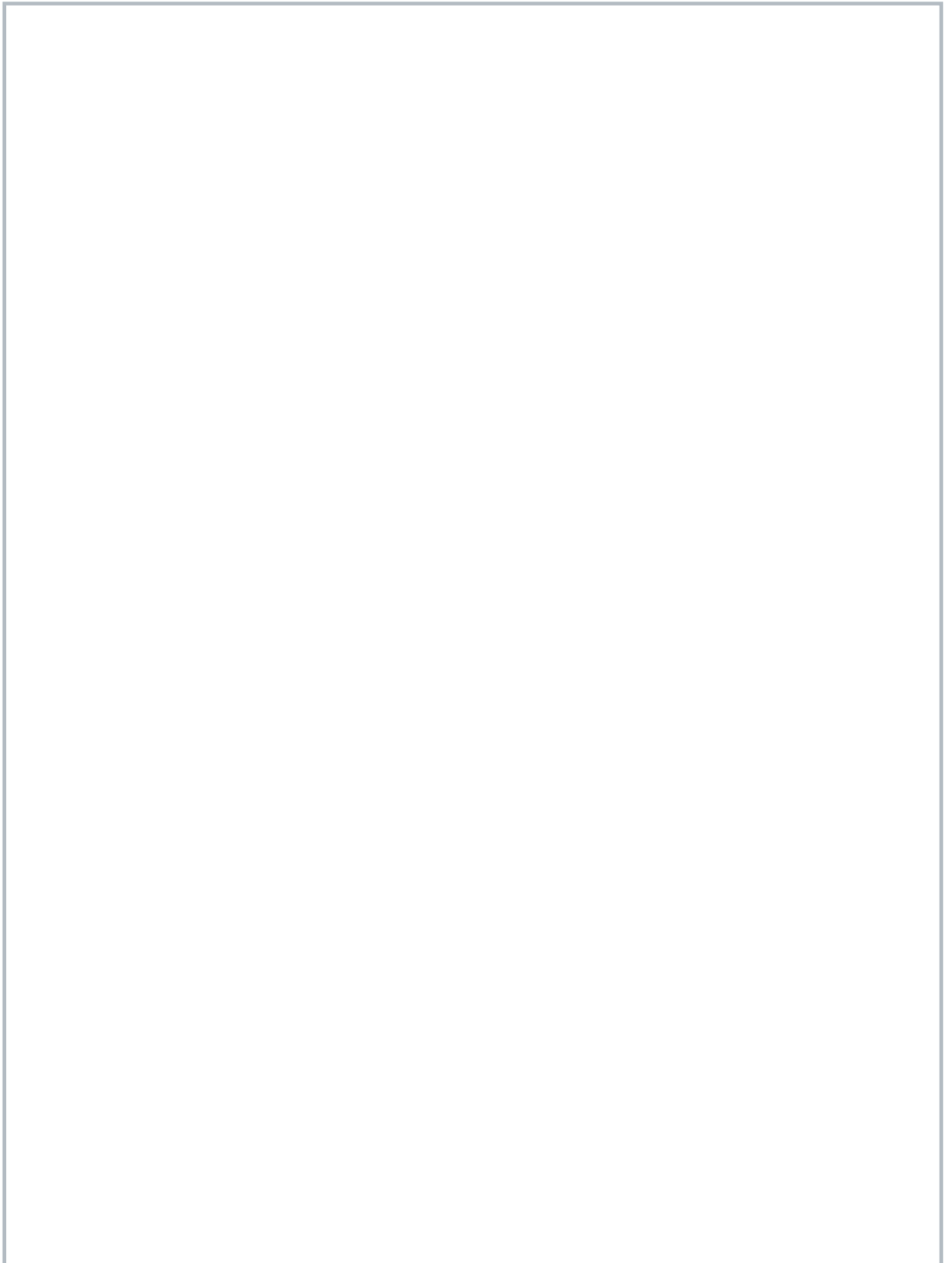
SUBJECT	A*	A	B	C	D	E	F	G	No.	% A*-C
Art	0	1	3	17	2	6	3	2	41	51
Business	0	0	4	16	0	0	0	0	20	100
Construction	0	0	0	24	0	0	0	0	25	96
Drama	1	1	2	5	0	0	0	0	10	90
Electronics	0	0	1	1	5	1	2	0	10	20
Engineering Certificate	4	1	1	12	0	0	0	0	18	100
Engineering Diploma	6	0	3	0	0	0	0	0	9	100
English Language	0	1	9	39	47	27	16	0	145	34
English Literature	0	0	8	13	24	35	33	9	130	16
French	0	0	0	3	2	1	0	0	6	50
Geography	0	1	3	6	5	2	1	2	20	50
Health and Social Care	21	1	4	8	0	0	0	0	34	100
History	0	3	2	4	3	5	1	1	19	47
Hospitality & Catering	0	1	17	7	1	0	0	0	27	93
ICT	0	4	13	61	0	0	0	0	79	99
Land-Based Studies Level 1	0	0	0	0	0	0	0	6	6	0
Mathematics	0	6	11	63	17	16	19	8	145	55
Music	2	0	5	10	0	0	0	0	17	100
Physical Education	0	2	5	20	7	9	0	1	44	61
Product Design	0	1	8	8	6	2	0	1	26	65
Public Services	0	0	0	8	0	0	0	0	9	89
Religious Education	0	13	26	27	18	16	9	4	114	58
Science	6	11	26	82	8	1	0	0	145	86
Triple Science	0	0	7	5	4	1	0	0	17	71
Work Skills L2 Certificate	0	0	0	3	0	0	0	0	3	100

## Sixth Form Results: 2011/12

SUBJECT	A/A*	B	C	D	E	No of Entries	% A-E
Art	0	0	1	3	1	5	100
Biology	0	0	2	1	0	3	100
Business Studies	1	0	1	0	1	3	100
Chemistry	0	0	0	1	0	1	100
Engineering	4	0	0	0	7	11	100
English Literature and Language	0	0	3	0	3	7	86
Forensic Science	4	0	2	0	3	9	100
Health and Social Care	3	0	1	0	6	10	100
History	0	3	2	2	1	8	100
Mathematics	0	0	1	1	1	3	100
Medical Science	4	0	6	0	3	13	100
Psychology	0	0	1	0	1	4	50
Public Services	0	0	0	0	2	2	100
Religious Studies	0	0	1	1	0	2	100
Sociology	0	0	0	2	2	4	100
Sports Science	1	0	3	0	7	11	100

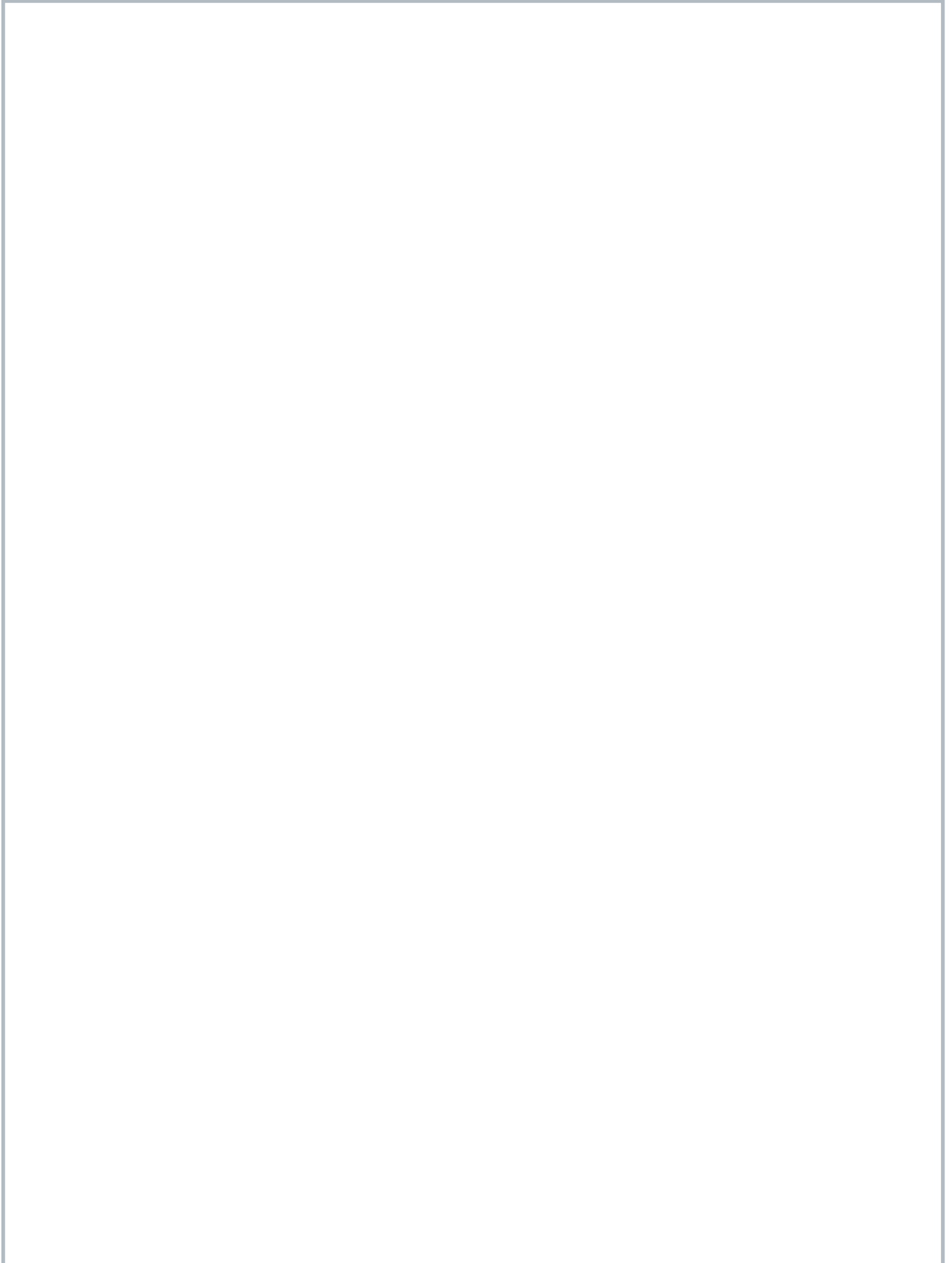
Figures may not total 100% because of rounding

## Notes

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