



Information Booklet for Parents 2022-2023

WELCOME TO NIA

The warmest of welcomes to Northampton International Academy.

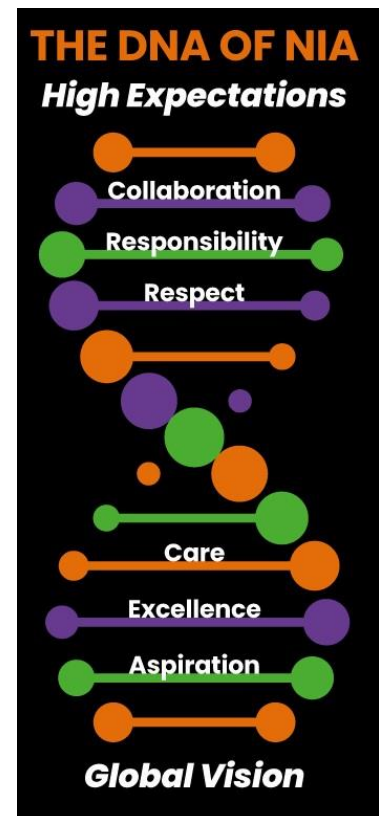
We are a vibrant educational community where high expectations, a passion for deep knowledge and a commitment to fostering strong personal characteristics combine to set our children and young people on the pathway to long term success. We are a local school with a global vision; as such, we look beyond our immediate location so that NIA learners understand the wider world and how education can help them to access local, national and international opportunities and experiences.

We have high expectations of each and every pupil at NIA, we want to ensure that they fulfil their potential and strive to be the best that they can be.

At NIA we celebrate our individual differences and promote our differences of faith, culture and identity. To ensure that every learner has the best experience we encourage our community to demonstrate these key characteristics:



- **Collaboration**
- **Responsibility**
- **Respect**
- **Care**
- **Excellence**
- **Aspiration**

We call these characteristics our DNA, with the expectation that these important values will permeate every decision, every thought, every act, every interaction of every learner and adult in our institution to ensure that NIA is the best learning environment it can be.



KEY INFORMATION FOR YEAR 7

The photos below highlight some of the key staff at NIA. Your child will have further opportunities to meet their Tutor and Teachers during transition events.

Key Staff			
			
Mr Fuzel Choudhury Executive Leader	Ms Jo Daniels Deputy Headteacher <i>Quality of Education</i>	Mr Tony Rogerson Deputy Headteacher <i>SEND and Inclusion</i>	Ms Kathryn Wright Deputy Headteacher <i>Behaviour</i>
			
Mr A Otulakowski Deputy Headteacher <i>Safeguarding</i>	Ms Hannah Auger Assistant Headteacher <i>Middle School</i>	Miss Charlotte Lavelle Assistant Headteacher <i>Upper School</i>	Miss Maria Edwards Assistant Headteacher <i>Sixth Form</i>
			
Mrs Alex Oldham Assistant Headteacher <i>Primary School</i>	Mr Connor Leason Assistant Headteacher <i>Behaviour and Attitudes</i>	Mr Andrew Johnson Assistant Headteacher <i>Data and Outcomes</i>	Mrs Fiona Ager SENCo

TIMES of THE SCHOOL DAY

Timings of the School Day for Year 7 Students

The school will open from 8am. All Year 7 learners MUST be in school by 8.25am
The school day will end at 2.50pm, followed by voluntary enrichment opportunities.

Timings	Activity
8.25	All learners should be in school. Movement to tutor time.
8.30-9.00	Tutor time (Including Assemblies)
9.00-10.40	Lesson 1
10.40-11:00	Break Time
11:00 – 12:40	Lesson 2
12:40 – 1:10	Lunch Time
1:10 – 2:50	Lesson 3
2:50	End of the school day

At the end of the school day there will be opportunities made available to all learners to attend extra- curricular enrichment activities. A timetable of these will be published in the first week of September.

Learners' lessons will rotate over a two week timetable. Your child will be issued with a paper copy of their timetable on Day 1 in September and they will also be able to access this via the Edulink App (credentials will be set up in the first week of September).



FURTHER INFORMATION

Tutor Group Structure

Learners will be placed into mixed groups for tutor time. Your child's tutor will be both the learner and the parents / carers first port of call if there are any concerns or worries. The Tutor will be central to your child's wellbeing, welfare and development.

Tutors will be communicated to parents/carers by post and an evening will be arranged for parents and carers to meet with their child's tutor in September. There will be 10 tutor groups in total in Year 7.

House Structure

Each pupil will also be placed into one of the six houses identified by the following gemstones:

- **Amber (Yellow)**
- **Emerald (Green)**
- **Ruby (Red)**
- **Amethyst (Purple)**
- **Sapphire (Blue)**
- **Diamond (Silver)**



Throughout the year there will be several opportunities for pupils to get involved in House events led by their Head of House, alongside contributing to the overall House success by gaining House reward points in lessons. Information about your child's House group and Tutor group will be sent separately in July.

Equipment your child needs

All learners must arrive on time to lessons with all of the necessary and relevant books and equipment for their lessons. The list below outlines what will be needed:

- a large robust school bag.
- An A4 folder to carry paper/letters or homework (recommended)
- a pencil case
- pens – black or blue (writing) and green (assessment & improvement).
- pencils
- a pencil eraser
- a pencil sharpener
- a ruler
- a scientific calculator
- highlighters
- a reading book.

Tippex should not be brought into school.

Food & Drink

Please see the information attached at the end of this booklet on our cashless catering lunch service. Learners should not bring energy, sports or fizzy drinks into school or large bags of sweets or crisps.

Mobile Phones

Please note that mobile phones are not to be used at NIA. If a phone is seen or heard on site, it will be confiscated, a C4 detention issued and parents requested to collect the phone at a convenient time. If you require your child to have a mobile device please ensure it is switched off before entering the building.

Expectations for behaviour

In order to ensure that learning is at the heart of everything we do our behaviour system is designed to provide learners with the opportunity to change their behaviour to meet our expectation. The system that our staff use is:

Warn (C1) – Move (C2) – Remove (C3)

This means that the learner has two opportunities to change their behaviour before they are removed from their classroom. At this stage learners are removed to another classroom and issued with a 45 minute after school detention. For more extreme behaviours:

SLT Detention (C4) – Red Card (IEU) – Suspension

As a parent you will be able to see this through the Class Charts app. Login credentials will be shared with you early in September.

If you download the app you will be able to see the achievements and detentions that your child has received that day.

Special Educational Needs at NIA

At NIA there is a large SEND team who are based on Floor 2 in Secondary side of the building to support our young people with learning difficulties. This area has been named 'The Hive' and 'The Nest' by our learners.

The Hive and the Nest are used for interventions, time out space and to support some learners at lesson times. The SEND department have a second classroom that is used as a social space at break and lunch times, for those students preferring to be in a smaller environment, which is always supervised.

Teaching assistants support some students in lessons with the goal of helping these young people to gain further confidence and independence with their learning.

If you have any queries about the SEND needs of your child - please email send@nia.emat.uk and someone from the team will get back to you.

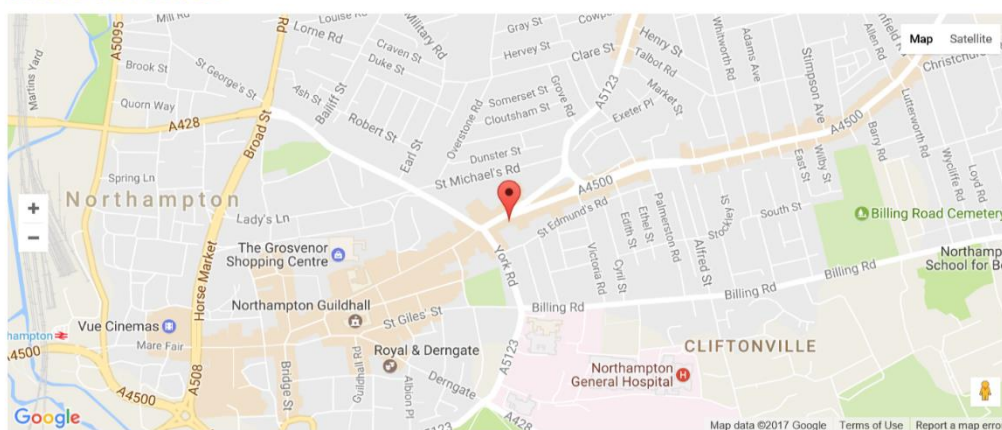
UNIFORM

All of the NIA uniform is available to purchase at:

The Schoolwear Shop Ltd,
40 - 42 Abington Square,
Northampton
NN1 4AA

If you would like to contact the uniform shop please call 01604 635828, email info@theschoolwearshop.net or find them in Northampton Town Centre.

Where To Find Us



Uniform Item	Option 1	Option 2	Expectations
Navy Blazer with embroidered school badge	Y	Y	Must be worn at all times and sleeves must not be rolled up.
Charcoal grey tailored trousers	Y	Y	No jeans, leggings or tight trousers.
Charcoal grey tailored or pleated skirt	Y	Y	No tight skirts and must be knee length.
White shirt / blouse	Y	Y	Must have a buttoned collar. Short sleeves are acceptable in the summer.
Black leather shoes	Y	Y	No canvas, trainers or shoes with logos.
NIA House tie	Y	Y	Should be worn to waist length.
Plain white, grey or black socks / tights	Y	Y	No bright or patterned socks / tights.
Outdoor clothing	Y	Y	Hoodies are not permitted and coats and jackets must not be worn in the building.

PE Kit can be purchased from halbroschools.co.uk

PE Kit	Option 1	Option 2	Expectations
Vapour Polo Shirt	Y		No alternatives will be accepted.
Pro-Tec Rugby Shirt	Y		
Cuatro Black Shorts	Y	Y	
Haze Polo-Shirt		Y	
Cuatro Fleece		Y	
Purple socks	Y	Y	
Cuatro Track Pants	Y	Y	These must be black track pants and can have a white trim (not jogging bottoms).
Trainers	Y	Y	
Football boots	Y	Y	

Other	Option 1	Option 2	Expectations
Hairstyle / Colour	Y	Y	No extreme hairstyles or colours are acceptable. Hair designs / patterns and bandanas are not permitted. No lines should be shaved into the hair.
Headscarves	Y	Y	Plain navy or grey only. No large hair accessories are permitted.
Make-up	Y	Y	Make-up is not permitted and this includes nail varnish and fake nails.
Jewellery	Y	Y	For health and safety reasons <u>no</u> jewellery is permitted, except for one plain pair of earrings and a watch.

Please name all items of clothing that your child wears to school.

VISITS AND OUTINGS

We will take learners on walks around the local area and we ask for your consent to do this; the [form is in your admissions pack or via the online links sent to you with your admissions paperwork](#).

Learners may also be transported to local activities and sporting events in the school mini-bus, and we will also plan trips and events for learners during the school year. Voluntary contributions will be asked for these trips to cover the cost of transportation or any entrance fees. For these trips we will ask for a form to be signed to allow your child to take part in these important activities along with contact details for us to contact you in case of an emergency.

PHOTOGRAPHS

Throughout the year we will take photographs of your child, these are mainly for observation and assessment purposes, but we may sometimes use them on displays in school, on Facebook, Twitter or the school website or in the local newspaper.

We ask that you sign a form [sent out to you with your admissions paperwork or via the online links sent to you](#) to give us your permission to take photographs/videos of your child. If there are any reasons why your child cannot be photographed please indicate this on the form.

WORKING TOGETHER IN PARTNERSHIP

At Northampton International Academy we recognise the importance of developing a positive partnership with our parents and community, so that together, we can enable each child to reach their full potential in all areas of learning and development.

When your child begins at NIA, you will be asked to sign a home/school agreement as an indication of your support for the school and your child's education.

If your child experiences any difficulties within school, their first port of call should be their Form Tutor. The pastoral team will then be available to offer support to learners and parents if and when needed. If a learner appears to be struggling to manage their own behaviour, they may be placed onto a Form Tutor Report to support them. This is an effective way to get learners back on track with their learning. Should further intervention be deemed necessary, the pastoral team will be in touch to organise a meeting to discuss a plan of support.

We will invite you to discuss your child's progress during the year, where you will be able to review the progress that they have made in each subject area.

Throughout the year, our aim will be to communicate with you regularly on any concerns, but also on how your child is progressing and making positive contributions.



ASSESSMENT & CURRICULUM

All of our learners study the following curriculum:

English, Maths and Science

German, History, Geography, RE (some will also study Spanish)

Computing, PE, Music, Drama, Dance, Art & Design Technology

Literacy, Numeracy, PSHCE (Personal, Social, Health and Citizenship Education Care), SMSC (Social, Moral, Spiritual and Cultural) and British Values underpin our whole curriculum. We are committed to creating learners that are tolerant of other faiths and cultures; show mutual respect to each other and the community around them; and value the rule of law and democratic process. Learners will also learn how to stay safe and keep others safe, and be good citizens.

The International Dimension runs through our day-to-day delivery with half-termly themes, our current focus is developing links with learners across Europe through working with the University of Northampton. PSHCE and Tutor sessions further explore being a Global Citizen and promoting our character drivers (The DNA of NIA)

Enrichment lessons are available throughout the week to encourage our pupils to broaden their experiences. The current provision for after school is listed above in the “Daily Routines” section.

Progress

Learners receive regular feedback on which skills they have developed, and what they need to do to improve, through regular marking.

All year 7 students will complete a **CATs** (Cognitive Abilities **Tests**) when they join, as well as an **Accelerated Reader test** in the first month of their schooling at NIA. Both will enable accurate target setting and allow the teachers to deliver content that stretches and challenges our learners, as well as embed previous learning.

Regular assessment points throughout the year will help identify what further support is needed so that every learner remains on target to achieve their maximum potential. Intervention sessions will be used to provide additional learning opportunities.

Learners’ progress will be reported home, three times in the year. All teachers have clear expectations of which skills are needed at each level.



ATTENDANCE AND ILLNESS

Parents/Carers Responsibilities

Please make every effort to ensure that your child attends school every day. Parents and Carers are legally responsible for ensuring their child attends school.

Regular attendance at school is essential to ensure uninterrupted progress and to enable pupils to fulfil their potential. The attendance pattern for all learners is monitored weekly with the academy seeking to work actively with parents/carers to ensure that regular attendance is maintained.

If your child is unable to come to school for any reason (usually illness) you **MUST** let us know on each day of absence. After the third day of absence for illness, medical evidence must be provided to authorise illness. For students with persistent patterns of absence medical evidence may need to be provided from day 1.

Please ring the school office by **8.30am**.

The School phone number is:

01604 212811



Children attending appointments are asked where possible to do so after school or during school holidays. If they are unable to and need to go to an appointment, please inform the school office, provide written confirmation of the appointment e.g., appointment card or letter.

ABSENCE DUE TO HOLIDAYS

The Northampton International Academy vision is that your child is unique and has a right to the very best educational outcomes. **To achieve this school attendance is key.** The NIA and the East Midlands Academy Trust believe that to achieve their full potential children need to attend school. Changes to legislation in 2013 mean that parents are no longer entitled to take their child on holiday during term time. Any application for leave must only be in exceptional circumstances and the Headteacher must be satisfied that the circumstances are exceptional and warrant granting leave.

We know that the majority of parents do not take their family holidays in term time as you understand the significant impact this can have on your child's education. We hope you will continue to support us.

A BRIEF GUIDE TO PENALTY NOTICES

Sections 444 Education Act 1996

Anti-Social Behaviour Act 2003

Crime and Disorder Act 1998

Penalty Notices (PN)

What is a Penalty Notice?

A Penalty Notice is an alternative to prosecution and requires the parent(s) to pay a fixed amount as a fine for their child's irregular attendance and to avoid a court appearance.

It is issued to a parent, per child. Please note **ONLY** a parent can authorise an absence from school.

Who issues them?

In Northamptonshire the Local Authority issues them through the Educational Inclusion and Partnership Team.

When are they used?

When a pupil has a minimum of 10 sessions (5 consecutive) recorded as unauthorised in a 10 school week period: a school day is two sessions AM and PM.

This includes: any absence marked in the register as unauthorised

- Persistent late arrival at school after the register has been taken is recorded as unauthorised absence.
- An absence in term time which has not been authorised by the principal. The Government has directed Principals that they may only grant leave in exceptional circumstances.
- PNs can also be used in the first 5 days of exclusion. Parents are made aware of the consequences by letter when the child is excluded from school.



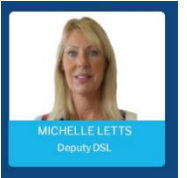



PLEASE NOTE

If the school refers to a period of absence that is longer than 15 consecutive school days: the Educational and Inclusion Partnership may consider a PN is not appropriate.

In these circumstances the matter may proceed to prosecution.

Determination about whether it is appropriate to use penalty notices will be based on individual circumstances of each case.

Safeguarding at NIA

Designated Safeguarding Lead Mr Adam Otulakowski Deputy Headteacher	 <p>ADAM OTULAKOWSKI Designated Safeguarding Lead</p>
Senior Deputy Designated Safeguarding Lead Mrs Eno Hall	 <p>ENO HALL Senior Deputy DSL</p>
Deputy Designated Safeguarding Lead Mrs Michelle Letts	 <p>MICHELLE LETTS Deputy DSL</p>
Deputy Designated Safeguarding Lead Miss Beth Sidwell	 <p>BETH SIDWELL Deputy DSL</p>
Deputy Designated Safeguarding Lead Miss Grace Sharpe	 <p>GRACE SHARPE Deputy DSL</p>
Deputy Designated Safeguarding Lead Miss Katie Read	 <p>KATIE READ Deputy DSL</p>
Deputy Designated Safeguarding Lead Mrs Debbie Burgess	 <p>DEBBIE BURGESS Deputy DSL</p>

All staff at NIA receive regular training for Safeguarding.
All students are provided with PSHCE sessions and assemblies to support them with personal safety.
All parents and Carers have access to the school newsletters, parent forums and social media platforms to support them in keeping their children safe.

If you are concerned about the safety and well-being of any learner please contact the Designated Safeguarding Lead at the school immediately:

Adam Otulakowski: Adam.Otulakowski@nia.emat.uk

Eno-Abasi Hall: Eno-Abasi.Hall@nia.emat.uk

Contacting us

If you would like any further information regarding your child joining NIA please do not hesitate to contact the School Office on 01604 212811 or e-mail:

General Info Inbox: info@nia.uk.com

Transition Inbox: NIAYear6Stranition@nia.emat.uk

