



**Welcome to
John Cabot Academy
Class of 2024**

Welcome to John Cabot Academy

We are delighted to welcome you to John Cabot Academy. At JCA, we understand that leaving primary school and starting at secondary school can be a worrying time for so many young people and their families, as well as a new exciting phase in your educational journey. We are keen for students to feel as confident and as settled as possible when they join us at JCA.

Please take the opportunity to look through this booklet, along with the school website, which has a range of important and useful information to help the transition to secondary school be a smooth one.

By working closely together we will be able to ensure that your children, our students, grow and develop into young people who can fulfil their potential.

Success in education comes as a result of consistent, day in, day out discipline, hard work and attention to detail. Achievement for your child will follow if they focus on following these 'core basics' for students:

- ✓ Attend school every day and go to every lesson on time
- ✓ Wear the correct uniform and bring the correct equipment
- ✓ Follow the Ready to Learn behavior system (more information below)
- ✓ Be respectful, supportive and compassionate in your relationships with staff and fellow students
- ✓ Be inquisitive, critical and curious in your lessons
- ✓ Contribute to the wider academy life e.g. by being on the student council or joining a sports team or performing in a production

Please discuss these with your child. These statements are not intended to cover all circumstances but I hope they provide you and your child with the ethos with which we will go about our business at John Cabot Academy. Hopefully, through home and school working together and sticking to these common 'basics', we will be able to ensure that all students have the very best chance to thrive academically; flourish and grow as young people.

With best wishes



Kate Willis
Principal

Assemblies

Year group assemblies are held every week throughout the year and will cover a range of topics that impact on student's lives. Often these topics will focus on the safety and wellbeing of young people; guest speakers may also be invited in to talk to students. Each term students will also be involved in Celebration/Rewards assemblies led by their Pastoral Team.

Attendance & Absence

Good attendance is one of the most important contributing factors to overall school success. We want students to aim for at least 96% attendance. This means taking no more than 5 full days off during the course of the year.

Illness or other absence should be reported on the first day and every following day of absence.

Tel: 0117 9763000 – available 24/7.

Please provide the following information:

- Your name, your child's name, and community
- Reason for absence
- Expected return date

If we do not receive a phone call, we will send a truancy message.

Please avoid booking medical and dental appointments during the school day. If students have medical or dental appointments we ask, wherever possible, for students to come to school first to get their 'mark' and to be picked up from school as necessary. If students know in advance that they will be absent from school, for example for medical appointments, a note advising the tutor of the date and time of their absence must be brought to school.

Bicycles & Scooters

Electric Scooters are not allowed.

Students may ride bicycles or scooters to school, please ensure:

- The bicycle is roadworthy.
- A padlock is brought to school so that the bicycle or scooter can be left safely, locked in the cycle sheds.
- They wear a helmet.

Students are expected to ride safely and sensibly to and from school. If students do not accept these rules then the Academy may withdraw the right for your child's bike/scooter to come onto the premises. Parents must accept that the school cannot be held responsible for any theft or damage to bicycles/scooters.

Break & Lunchtime

All students remain on the school site at lunchtime. Hot meals (including vegetarian meals), sandwiches, salads, snacks, and drinks are on sale in the Dining Hall and Café. All food and drinks must be consumed within the designated areas. Tables and chairs are provided for students who prefer to bring a packed lunch into school. Fizzy or energy drinks are not permitted at JCA.

Our social times are calm and peaceful. Students have designated indoor and outdoor areas, so they can sit and eat and play music or sports. All students can go to the library at lunchtime. Students must bring their own balls for break/lunchtime play.

Bullying – JCA Anti-Bullying Policy

- JCA has a **moral** and **legal** duty to protect students from bullying behaviours.
- JCA does **not tolerate** discriminatory and bullying behaviours based on race, gender, appearance, sexuality, special educational needs and disability, and/or home circumstances.
- JCA adopts the Anti-Bullying Alliance definition of bullying as:
“The repetitive, intentional hurting of one person or group by another person or group, where the relationship involves an imbalance of power. It can happen face to face or online”.
- JCA recognises the Anti-bullying Alliance social model of bullying, to include the following roles:
Target, Ringleader, Reinforcer, Assistant, Defender, and the Outsider.
- JCA will recognise students taking the roles of Ringleader, Reinforcer and Assistant as **perpetrators** of the bullying.
- JCA will investigate and sanction bullying behaviours that occur **face to face**, and **online**, and that occur **in school**, and on the **journey to and from school**.
- JCA encourages **all** students and parents to **report any behaviours of concern**. These can be reported to **any member of staff**, to **reception**, or via the JCA contact email address JCAinfo@clf.uk
- All reported incidents will be **investigated promptly**. If behaviours are found to be discriminatory or bullying, **parent meetings** will be held and appropriate **sanctions, educational activities** and **restorative actions** will be arranged.
- **Repeat** involvement in bullying behaviours will result in **escalating** sanctions.
- A **JCA Anti-Bullying Working Group**, consisting of interested staff, students, and parents, will meet on a termly basis to progress anti-bullying strategies.

Canteen Menu

Example of Day

| | | CARIBBEAN <i>Fusion</i> | Plant POWER | Home STYLE | P ㄹ ㄴ ASIAN | Chips & more |
|---------------|--|---|---|--|---|--|
| WEEK 1 | STREET | Curried Coconut Chilli Chicken Wholegrain Rice n Peas | Homemade Spicy Falafel Flatbread | Roast Lemon & Thyme Chicken, Roast Spuds & Gravy | Low Salt & Chilli Chicken Firecracker Rice | Choose from: Battered Fish Chicken Sausage (battered or plain) Margherita Pizza Chicken Nuggets Chips & Gravy or Curry Sauce |
| | VEGGIE | Jamaican Black Eyed Peas Stew Wholegrain Rice n Peas | Plant Based Creamy Green Pea & Spinach Pasta | Root Vegetable & Bean Stew Roast Spuds | Japanese Yakisoba (Japanese Stir Fried Noodles) | Choose from: Margherita Pizza Veggie Sausage (battered or plain) Chips, Gravy or Curry Sauce |
| | SIDES | Lime Dressed Slaw | Mixed Salad | Roast Carrots & Parsnip | Sweet Chilli Sticky Greens | Minty Peas or Baked Beans |
| | Extras <small>additional to Meal Deal</small> | Flatbread Wedge | Hummus Pot | Cauliflower Cheese | Prawn Crackers | Onion Rings |

Car Park

At the end of the day, we operate a 'one way' system through the car park. We ask parents to 'queue' in their cars through the car park and down Woodside Road. At 3pm, the school gates will open and parents will be able to drive on the road through the school and out onto Britannia Road through the Kingswood Foundation.

This is a safety precaution, hundreds of our students walk home down Woodside Road, when cars drive both ways they mount the kerb putting in danger those students walking on the pavement.

Celebrating Success & Rewards

Everyone at the Academy is enormously proud of the achievements of our students. We are proud of work in the classroom, extra-curricular activities and the achievements students have whilst pursuing their own interests and hobbies.

Students are given lesson scores every lesson for their effort, achievement, and behaviour within the classroom with 5 for Excellence in their learning, 4 being for Ready to Learn, 2 for having to be given a warning and 1 for unacceptable behaviour resulting in the student being withdrawn from the classroom. At the end of each term, Year group teams hold celebration assemblies where students receive certificates, prizes and praise for their efforts and achievements within the classroom and for their outstanding contribution to Academy life.

Communications

Useful information e.g. term dates and events will be communicated as follows:

- JCA Website
- JCA Facebook page
- Weekly newsletter (emailed to you)
- Letters emailed home to you

It is therefore **essential** we have your up-to-date email address

<https://m.facebook.com/JohnCabotAcademyNews>

Apps & Websites

Provision of student specific information:

- MCAS app where you book parent/carer evening appointments.
- Show My Homework – This is our online homework diary.

Scopay

Our online payment system for trips, events, music tuition, learning resources, ties and school lunches.

Canteen Payments

Here at John Cabot Academy, our canteen uses a cashless system. Money is added to your child's account through the scopay app.

Students and parents/carers have a choice of either:

Using a biometric fingerprint reader to access their canteen account (this is our preferred option)

Or

Entering a 4 digit PIN (personal identification number) into a PIN pad to access their canteen account.

We unfortunately do not offer an overdraft facility so it's important to ensure the student has money on their account.

Once you have made a payment, it does take around 20-30 minutes to reach the students account, so it is recommended that you top up in the evening.

Parents: if you have any concerns over spending or food choices it is possible to set a daily spending limit or to restrict the purchase of certain items. Please contact Polly Cotton, Aspens Canteen Manager, on **0117 982511** in order to set this up. In addition, the cashless system records all purchases for the academic year so if you have any concerns, please contact Polly on the number above.

Water

Students need to bring their own water bottles to refill at the water fountains. For environmental reasons we do not provide cups.

Curriculum

The subjects you will study in Year 7 are English, Mathematics, Science, Art and Design, Languages, Geography, History, Religion & Philosophy, Music, Drama, IT, PE and Personal, Health and Social Education. There will also be Safety Days throughout the year which provide education on topical safeguarding issues.

In year 9 you will pick your GCSE options which will begin in year 10.

Each year there will be two 'formal' assessments at the end of terms 3 and 6. Results of these assessments will be sent home in reports.

The full curriculum is available to view on the website.

Daily Timetable

Years 7-11

| Monday-Friday | |
|---------------------|----------------------------|
| Time | Activity |
| 8.40 am – 9.30 am | Period 1 |
| 9.30 am – 10.40 am | Period 2 (including break) |
| 10.40 am – 11.30 am | Period 3 |
| 11.30 am – 12.20 pm | Period 4 |
| 12.20 pm – 1.50 pm | Period 5 (including lunch) |
| 1.50 pm – 2.40 pm | Period 6 |
| 2.40 pm – 3.00 pm | Tutor |

Doors open at 8.20 am every morning.

Break times vary for each year group – between 9.30 and 10.40.
Lunchtimes vary for each year group between 12.20 pm and 1.50 pm.

Emergency communication

In the unlikely event of a sudden closure, due to bad weather or other emergency situations, information regarding the closures will be available on the school website, via email and text. It is therefore important that the Academy has up to date contact information.

If you have an urgent enquiry, please call the academy on 0117 976 3000 and our receptionists will forward the call to an available member of staff. Reception is open 8am to 4:15pm.

Equipment

Below is the minimum requirement of the equipment you should have. Many students choose to carry additional items.

| | |
|---------------------------------|---------------|
| Black or blue ballpoint pen x 2 | Pencil |
| Pencil sharpener | Pencil eraser |
| Ruler | Maths set |
| Scientific calculator | Pencil case |

Pens and Calculators can be bought by students from the finance office during the day.

Extra-Curricular Activities

There is a huge range of extra-curricular activities available to our students. They are broken down into various categories:

Sport – everything from football to badminton to climbing.

Drama and Music – the annual production has a cast and backstage crew of hundreds. Then there is the annual ‘battle of the bands’ and a dance show and lots more besides.

Academic – as students get older, there are lots of academic clubs for students to join to get support with their subjects or to take on additional qualifications for example the popular further maths club.

Equalities groups: We have our race equalities council, our LGBTQ+, gender equality, young carer, and environment groups for students to join.

Student Council: The executive student council work with the senior team to help improve the school. They work through the student council reps for each tutor group who are voted in by their fellow students.

Fire Alarm and Lockdown

The fire alarm is a continuous siren. At the sound of the alarm leave the building by the nearest fire exit. Walk with your class to the large Astroturf in an orderly fashion in **silence**. Students should line up in tutor groups and stand in silence awaiting further instructions.

Students who are talking during the fire evacuation will be asked to stand apart from their peers and complete a fire safety reflection booklet.

If a lockdown is implemented (due to a serious security risk to the occupants of the building) an intermittent sounding alarm will be heard (sound – silence – sound – silence – etc). Each section lasts 8 seconds.

Students will be required to stay/move into the nearest classroom. The door will be locked, and windows and doors will be covered. Lights will be turned off. Students will be asked to move away from windows and doors. All mobile phones will be turned off or on silent mode. Students are asked to be calm and quiet and to stay in the room until a member of senior staff or the police arrive to tell you it is safe to leave the room.

Graduated Response

At the end of each term we review all behaviour incidents for each student. If a child has had a number of incidents, they will be assigned a behaviour stage:

Stage 1 – 6-10 incidents

Stage 2 – 11-15 incidents

Stage 3 – 16-20 incidents

Stage 4 – 21+ incidents

Significant numbers of behaviour incidents are clearly going to disrupt a child's education and so at each stage we have greater and greater levels of support available in order to re-engage your child with education. In stage 1 this may be as simple as being on report to their tutor, at stage 4 we may involve Educational Psychologists or external mentoring agencies. This is known as the graduated response. What is key is that school and parents/carers at home work together to support our students to fulfil their potential.

Homework

At JCA we know that study at home is an important part of making progress. Not all learning can take place in school. Homework will be set weekly for each subject and will be an essential component of preparing for assessment, reflecting on what has been learnt and preparing for units of work to come.

All students have access to Show My Homework and can therefore view and complete homework or any missed learning from a lesson due to absence.

Parents will be given a Show My Homework login so they can check the homework set.

IT Safe and Acceptable Use

Students must understand that they should only use IT systems in a responsible way to ensure there is no risk to their safety or the safety and security of IT systems and other users. IT includes PCs, mobile phones, tablets, game consoles etc.

- JCA will closely **monitor** use of IT systems and communications.
- Students must only use their **own** login and passwords.
- Students should keep their login details **private**.
- Students should not visit age inappropriate or unsafe sites or register for things that they are not old enough for.
- Students should not upload, download or access anything online which is illegal or inappropriate or may cause harm or distress to others.
- Students should not take or share images of anyone without their permission.
- Students should take care about what they publish on the web, as once published they cannot control what it is used for (digital footprint).
- Any unpleasant or inappropriate material or messages seen online **must** be reported.
- If a student receives an upsetting message/e-mail, they must not reply but save it and report it.
- If a student receives an upsetting image via a chat program or posted on a social networking site, they should take a screen shot of it and report it to the social media platform, their parents and carers and/or JCA staff.
- Attachments should not be opened unless the student knows and trusts the person who sent it. Always double check.
- All students must understand that school **IT is for learning** and they cannot use the school systems for personal use or fun unless permission is given.
- JCA has the right to examine any data or files on a device if they think there is a good reason to do so.
- JCA may have to notify the police of any inappropriate IT usage including offensive or threatening message sent to others online.

For more detailed information about **E-Safety** at John Cabot Academy, please refer to the online policy

<https://johncabotacademy.clf.uk/policies/clf-online-safety-policy/>

Internet Guidance and Safety

The Internet Matters website has a lot of information for online safety, with guides and consent.

www.internetmatters.org

Any concerns over the safety and welfare of a child, you should immediately contact the designated safeguarding team on 0117 9763000 or via jcainfo@clf.uk

Mental Health

School Counsellor

JCA employ our own counsellor to support our students, giving students much quicker access to a counsellor than may otherwise be possible.

Students bring a wide range of issues to counselling including bereavement and other loss and change, family and peer relationship difficulties, mental and physical ill health, anxiety, panic attacks, stress, depression, social media and internet issues, assault, sexuality and gender, self-esteem, and the impact of Covid-19.

Mental Health Support Team

Bea Morris is an Education Mental Health Practitioner who will be supporting young people at John Cabot Academy in September. She will work with students providing low to moderate Mental Health Support. One aspect of her role involves working on a 1-1 basis with young people and sometimes their parents, delivering Low Intensity Cognitive Behaviour Therapy (Li-CBT).

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Mobile Phones

JCA has a mobile phone ban for two reasons. Firstly, it is difficult for students to concentrate in their lessons if they have their phone on with notifications popping up all the time. Secondly social media is a significant source of bullying and peer pressure. By having a phone ban, we give them a break from this constant pressure.

If a mobile and/or headphones are seen between 8:40am and 3pm, it will be confiscated. Students can collect their devices from reception at the end of the day. We will alert you by text if your child has their phone confiscated during the day. If your child chooses to bring their mobile to school, the school cannot be held responsible for any theft or damage to it.

Parents' Evening

Parents Evenings

Each year group will have one (two for year 11) Parents' evenings each year. These are timed to coincide with key events in the year e.g., option choices for year 9 or mock exams for year 11. Please see the Events page of the website for dates of Parents' evenings.

Pastoral Care

We are proud of the care we give to students at John Cabot Academy. Students in the same year group are in tutor groups together. Each year group has an experienced team of dedicated staff supporting their academic and wellbeing needs.

Tutor – A member of staff who supports and oversees the tutor group.

Tutor group – Made up of students in years 7 who meet once a day.

Year team – Dedicated pastoral staff to support students in year 7.

Pastoral Staff: Who's who?

Year 7 Team



Mrs Modupe Odusote



Mrs Lucy Strawford



Mrs Helen Small

Year 8 Team



Mrs Modupe Odusote



Mr Tom Sillitoe

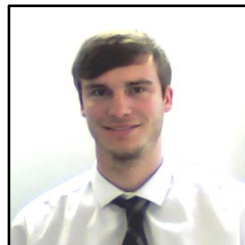


Mrs Vickie Malin

Year 9 Team



Mrs Modupe Odusote



Mr Chris Titterington



Mrs Lorene Archibald

Year 10 Team



Mr Steve Church



Mrs Janet Allen

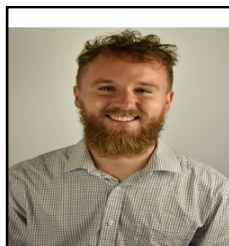


Mr Simon Horn

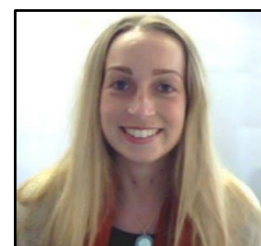
Year 11 Team



Mr Steve Church



Mr Dan Coe



Miss Charlotte Crew

Photographs

Parents who do not wish their child's image to be used in any publicity material should inform the school in writing; this information will be recorded on the school's database. If we do not receive communications from you on this matter, then we assume that you consent to your child appearing in photographs that we may use in publications/communications.

Ready to Learn

Ready to Learn is our whole school behaviour policy which covers all aspects of school life and underpins our culture at John Cabot Academy. Having these consistent boundaries and well understood routines is the key to everyone feeling safe. And the feeling of safety and security enables students to explore, develop and express their individual identities – their *sense of self*. By sending your child to JCA, you are therefore agreeing to support the Ready to Learn policy.

| Area | Ready to Learn - Key Language | What do staff do? | What happens next? |
|------|-------------------------------|-------------------|--------------------|
|------|-------------------------------|-------------------|--------------------|

| | | | |
|----------------------------|--|--|--|
| Uniform and Equipment | | <p>Check uniform on entry to school and throughout the school day. If incorrect students will:</p> <ol style="list-style-type: none"> 1. Go home 2. Borrow some 3. Go to SLR until resolved. <p>If a student refuses to correct their uniform, this is defiance.</p> <p>If a student does not have a pen in their lesson:</p> <p>Mark a 2 in the register Lend them a pen</p> | <p>Year team lend students uniform or sent them home to get changed.</p> <p>If uniform remains incorrect, the student remains in the SLR.</p> <p>Students can buy pens from the finance office for 5p.</p> |
| Lesson start | "Meet and Greet" | <p>Staff meet students at their doorway; greet and check uniform.</p> <p>Task available for students to start immediately, which is not reliant on teacher (allowing us to be at the door). Welcome students into the classroom, giving personalised remarks to specific students on entry as appropriate.</p> <p>Take register within 5 minutes.</p> | <p>Any missing uniform should be addressed by students going to the SLR.</p> <p>Student focus on the starter task, the teacher completes the register on Bromcom.</p> |
| Ready to Learn in lessons | <p>Learning Behaviours: "Quality Audience" "Exam Conditions" "Group Learning" "Learning Partner"</p> | <p>Each task has an associated learning behaviour.</p> <p>1st warning – 2 on register 2nd warning – 1 on register – send to SLR</p> <p>Students not allowed to leave learning for any reason (apart from medical toilet passes and monitored time out cards).</p> | <p>Call home.</p> <p>Student works in the SLR Attend a restorative conversation at the end of the day.</p> <p>Monitor students who use their time out cards (including length of time absent from the learning) to support pastoral teams in tracking.</p> |
| Corridors and Social Areas | <p>"Hands off" "Walk" "One way system"</p> | <p>Safe</p> <ul style="list-style-type: none"> - Walk - Using all spaces for their purpose - Keeping the flow of the corridor and/or stairwell <p>Calm</p> <ul style="list-style-type: none"> - Quiet - Positive language choices | <p>Year teams run reports every evening for all 1's and pick up students for SLR time.</p> |

| | | | |
|-------------------------------|--|--|--|
| | | <ul style="list-style-type: none"> - Courteous <p>Respectful</p> <ul style="list-style-type: none"> - Follow instructions. - Prompt, purposeful. - Wear JCA uniform. <p>Our Ready to Learn system applies in the classrooms as well as in our corridors</p> | |
| Punctuality | | <p>Period 1 to Tutor Time <i>Less than 5 minutes late</i> Take register within 5 minutes. Mark L in register with minutes late.</p> <p><i>More than 5 minutes late</i> Send to SLR Update register with a 1 Call home Unless they have a note on paper/Bromcom</p> <p>Truancy: teacher marks students absent from the lesson.</p> | <p>Tutor phones home in the afternoon if a student is late to school that day.</p> <p>1s for punctuality are analysed per student as part of the graduated response.</p> <p>Year teams follow up N codes and change to 1s for truancy if needed.</p> |
| Phones & Headphones | "Phone ban" | <p>Between 8.40 am and 3.00 pm, if a phone or headphones are seen or heard, staff will confiscate it and take it to reception.</p> <p>"I can see that....."</p> <p>If a student refuses to hand their phone or headphones over, this is defiance.</p> <p>If a student needs to use their phone (canteen funding etc) they must approach a member of staff and ask for permission</p> | <p>Reception text home (at the end of the day).</p> <p>Phone/headphones handed back at the end of the day.</p> |
| Following reasonable requests | "This is a reasonable request. Are you choosing not to follow it?" | <p>Address student with name.</p> <p>State request.</p> <p>"Here (at JCA) we/students....."</p> <p>Restate rule.</p> <p>Repeat request.</p> <p>"This is a reasonable request. Are you choosing not to follow it?"</p> | <p>Year teams run reports every evening for all 1s and pick up students for SLR time.</p> <p>Very regular training for staff and students on the why behind rules.</p> |

| | | | |
|--|--|--|------------------------------------|
| | | <p>If they refuse, walk away and log on Bromcom with a 1. Call home.</p> | |
| Assemblies | | <p>Head of Key Stage arrives 5 minutes before the assembly.</p> <p>PTLs, SSLs and Tutors arrive asap and go straight into the assembly hall. Head of Key Stage stands on the door and checks uniform. Students with incorrect uniform are not permitted into the assembly. Students enter the assembly hall in silence. Students sit in their rows designated by their tutor group.</p> <p>All staff in the hall insist upon silence. Students who talk leave the assembly. Tutor updates register with a 1.</p> | |
| Exit from school and Restorative Conversations | <p>Narrate the positive, Assume the best and live in the now.</p> <p>“Well done for ---” “Great X lesson today---”</p> | <p>Wish students a good afternoon. Remind them of homework and that you look forward to seeing them tomorrow.</p> <p>Restorative Conversations (as a result of referral to the SLR) run from 15.00 – 15.15. Tutors will walk tutees to the SLR at the end of the day (15.00). Tutors will direct their tutees to a seat and mark them in on the register (held by a member of the pastoral team).</p> <p>On arrival, teachers will listen to the student(s) point of view. They will review the incident with the student (supported by the tutor or the pastoral team if need be) and agree how it will be different next time.</p> | Students leave safely and noticed. |

The full Ready to Learn policy and other policies can be found on the website.

Reports:

Each year group will receive two reports each year:

- During term 3, a data report
- During term 6, a data report based on the end of year exams

Routine Enquiries

Unlike primary school, parents must make an appointment to see teachers/staff – we are not able to see parents without appointments.

Please email JCAinfo@clf.uk

An acknowledgement email will be received. Our reception staff will forward the email to the relevant member of staff who will reply within 5 working days by phone wherever possible. This is to build relationships and avoid the ambiguity that can occur with emails. Furthermore, it allows our staff to stick to acceptable working hours and not feel obliged to reply to emails in the evenings or weekends. Staff emails will not be published on the website, nor will they be shared with parents by any other means.

Safeguarding

Our school recognises its moral and statutory responsibility to safeguard and promote the welfare of students. Staff endeavour to provide a safe and welcoming environment where children are respected and valued. We are alert to the signs of abuse and neglect and have approved procedures to follow to ensure that children receive effective support and protection.



Mrs Gemma Read
Vice Principal
and
Strategic
Safeguarding Lead



Miss Connie Dunnill
Designated
Safeguarding Lead



Mrs Vickie Malin
Deputy
Designated
Safeguarding Lead

Please refer to the John Cabot Academy website for lots of different safeguarding advice and guidance.

School Council

Representatives are elected from each tutor group to be involved in our school council. Each year group meet on a regular basis and students are provided with the opportunity to express their views and ideas about the school and to make recommendations to the Senior Leadership Team.

School Policies

All of the current and updated John Cabot Academy policies are available on our website for example; the Attendance Policy, Anti Bullying Policy or the Child Protection Policy.

SEND

Further information regarding SEND can be found on our website.



Mrs Alex Lynett
SENDCo

Term Dates 2024-25

| | Term Dates | Holiday Dates |
|---------|---|--|
| TERM 1: | Wed 4 Sept 2024 to Wed 23 Oct 2024 (Mon 2 Sept and Mon 4 Sept: Inset Days) Wed 4 Sept: Year 7 students only Thurs 5 Sept: Y8-11 students return (Thurs 24 Oct: Inset Day) (Fri 25 Oct: Inset Day) | Thursday 24 2024 to Friday 1 November 2024 |
| TERM 2: | Mon 4 Nov 2024 to Fri 20 Dec 2024 | Monday 23 December 2024 to Monday 6 January 2025 |
| TERM 3: | Tues 7 Jan 2025 to Fri 14 Feb 2025 (Mon 6 Jan: Inset Day) | Monday 17 February 2025 to Monday 24 February 2025 |
| TERM 4: | Tues 25 Feb 2025 to Fri 4 April 2025 (Mon 24 Feb : Inset Day) | Monday 7 April 2025 to Monday 21 April 2025 |

| | | |
|---------|---|--|
| TERM 5: | Tues 22 Apr 2025 to Fri 23 May 2025 (Mon 21 st April: Bank Holiday Mon 5 th May: Bank Holiday) | Monday 26 May 2025 to Friday 30 May 2025 |
| TERM 6: | Mon 2 Jun 2025 to Tues 22 Jul 2025 (Mon 4 th Jul: Inset Day Monday 7 th Jul: Inset Day) | |

Inset Days when Academy is closed

Monday 2nd September 2024
 Tuesday 3rd September 2024
 Wednesday 4th September 2024 (year 8-11 students)
 Thursday 24th October 2024
 Friday 25th October 2024
 Monday 6th January 2025
 Monday 24th February 2025
 Monday 21st April 2025 (Bank Holiday)
 Monday 5 May 2025 (Bank Holiday)
 Friday 4 July 2025
 Monday 7th July 2025

Uniform

For full details of uniform requirements and a link to the Trutex website (our uniform supplier), please go to the John Cabot Academy website – Our Academy – Uniform.

Students wear their PE kit to school on days they have PE.

Please note that the only item of uniform we sell in the academy is school ties so that you can purchase a replacement tie quickly if your child loses one. These are available to purchase online and once this is done, they will be available to collect at the finance office.

Pre-loved uniform is available to buy from reception and is free for students in receipt of free school meals.

John Cabot Academy, Woodside Road, Kingswood, Bristol BS15 8BD

Telephone: +44 (0)117 976 3000 Fax: +44 (0)117 976 0630 General Email: jcainfo@clf.uk