

Sandwell Academy



First Day First Week Arrangements for Students

July 2018

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Timing of the Academy Day

Arrival at Academy	8.05am to 8.15am
Arrival in venue and registration	8.20am
Session 1 (including breakfast)	8.30am to 11.30am
Personal Tutorial	11.35am to 11.50pm
Session 2 (including lunch)	11.55pm to 3.20pm
Session 3 (Monday to Thursday only)	3.40pm to 5.10pm

Session 3 Timetable

For full details of times, types of activities and related arrangements for the Autumn Term please see Session 3 Timetable.

If students are unsure about an activity, they should speak to their Personal Tutor in the first instance.

Students need to be aware that Session 3 activities are a half term commitment and that all students are expected to attend at least one Session 3 per week.

Students are required to sign up to Session 3 activities on the relevant form in the restaurant during Breakfast. If students have not signed up to a session that they subsequently attend, they may be sent home.

Session 3 Transport

Students should make suitable arrangements with Thandi Executive Coaches for travelling home on the coach after Session 3. Transport will be available from Thandi at 5.15pm as demand requires.

It is essential that Session 3 arrangements are made at the start of the day. It may not be possible to alter transport arrangements for students later in the day and this may result in parents having to collect their child.

Transport Details

Thandi Executive Coaches Service

Thandi Executive Coaches provide a coach service that travels to the Academy each day. This coach service is for students who have pre-booked and paid for places in advance of the academic year. For more information please visit the Thandi website www.thandicoaches.com

General

Students who intend to bring a bicycle to Sandwell Academy should make contact with Mr Hall (Pastoral Manager) to agree a contract of use, prior to bringing bicycles on to the Academy site.

Sixth Form students are not allowed to bring cars or mopeds on to the Academy site. However, should parking be required, further information can be obtained from Mr Hall.

Students can arrive at the Academy from 7.30am onwards and must wait in the restaurant prior to their lesson.

Students arriving by public transport or car **must** ensure that they arrive by **8.15am**. It is unacceptable for students to arrive later than this, as it means that they will be late for the start of their first lesson.

Parents bringing students by car

Please **do not drop off students, park or turn your cars around in the entrance to the Academy**. This is illegal and could be dangerous to those on foot.

Please **do not drop off students, park or turn your cars around on** the tarmac area directly in front of the gates in Halfords Lane corner. It **must not be used** as a pick up/drop off area by parents and students. Any vehicle left in this area will be clamped and removed.

Parents **need to make themselves aware of the yellow markings on the road outside the Academy and park in a safe place**.

In the interests of students' safety, parents are not permitted to come on to the Academy site to drop students off.

Arrival on the First Day

Year 7

Please use Entrance A. The cloakroom is for your coats and bags. No coats or bags are to be taken into the main body of the Academy. Go directly from here to the Theatre on the first day. Duty staff will be available to assist you.

Year 8

Please use Entrance A. The cloakroom is for your coats and bags. No coats or bags are to be taken into the main body of the Academy. Teaching staff will be available to help and direct you to your first teaching venue.

Year 9, 10 and 11

Please use Entrance B. The cloakroom is for your coats and bags. No coats or bags are to be taken into the Academy. Teaching staff will be available to help and direct you to your first teaching venue

6.1

Arrival at 9.30am via the Community entrance. Go directly to the Theatre on arrival for a welcome assembly. Duty staff will be available to assist you.

6.2

Arrival at 11.35am via the Community entrance. Go directly to the Theatre on arrival for a welcome assembly. Duty staff will be available to assist you.

Meals

ALL food and drink **must be** consumed in the Restaurant

Academy Provision

The Academy adopts a healthy lifestyle approach to the provision of food and provides breakfast and lunch in the Restaurant. Breakfast costs range between £2.00 and £2.50.

Lunch menus will offer variety, including Halal and a vegetarian alternative. Lunch costs range between £2.80 and £4.00. All food is prepared each day on the Academy site. A 'special' is offered daily and costs £3.00 excluding a drink.

A selection of fresh fruit, cakes and yoghurts are also available. The Academy suggests £3.50 for lunch and an optional £2.00 for breakfast as a suitable daily allowance.

The Academy always aims to keep the price of 'healthy option' items, i.e. vegetables, salad and fruit, as low as possible to encourage students to eat a balanced diet.

The Academy operates a cashless system for Restaurant purchases. Parents are asked to ensure that their child's account always has sufficient funds to enable them to purchase appropriate food and drink. This should be done online in advance via ParentPay or PayPoint. Please allow at least 24 hours if paid via ParentPay or 48 hours via PayPoint for the money to reach your child's account.

The hot drinks vending machines are operated by the cashless system and students will be able to use the biometric system to purchase drinks. A cash option will also continue to be available. Water is available free of charge.

Packed Lunches

All students are welcome to bring their own packed lunches to Sandwell Academy and will join the other students in the Restaurant.

A good packed lunch contains:

- A starchy food, such as bread, rolls, pitta bread, naan bread, potatoes, rice, noodles. These foods are good for children to fill up on.
- A good source of protein, iron and zinc such as meat, fish, beans, nuts or eggs.
- A good source of calcium such as milk, cheese, yoghurt or fromage frais.
- One portion of fruit and one portion of vegetables or salad to provide all the other vitamins and minerals. A piece of fruit could be a 100% juice or piece of fresh fruit, dried fruit or tinned fruit in fruit juice. A vegetable could be a fresh vegetable such as carrot sticks, salad or a vegetable dish.

However in line with the Academy's Healthy Option stance please remember that sweets and fizzy, high sugar or high caffeine drinks (including energy drinks) are not allowed in the Academy.

Financial Support

Families qualifying for Free School Meals will receive £3.50 per day to purchase lunch. The cashless system ensures that confidentiality is maintained. Parents of students who require breakfast should ensure their ParentPay account has sufficient funds.

General

When Academy trips and visits are to take place parents will receive appropriate information concerning meals prior to the date of the visit or trip.

First Day Timetable

Tuesday 4 September 2018

Year 7

Welcome & Introduction in the Theatre with Mr Williams and Mrs Donovan
from 8.30am, then go to first lesson.

Group	Session 1a	Venue	Session 1b	Venue	Session 2a	Venue	Session 2b	Venue
7W	English	ELB1	PE	Sports Hall	Business	Study 22	Geography	HLB3
7E	English	ELB2	PE	Sports Hall	Performing Arts	Music 1	Geography	HLB1
7S	English	ELB3	Spanish	Study 14	RE	HLB2	History	HLB2
7T	English	Study 1	Spanish	Study 15	ICT	ILC4	History	Study 22
7B	Geography	HLB3	Performing Arts	Dance	Spanish	Study 16	Maths	MLB1
7R	Geography	HLB1	Performing Arts	Music 2	Spanish	Study 13	Maths	MLB2
7O	Performing Arts	Dance	DT	PD2	Spanish	Study 17	Maths	MLB3
7M	Performing Arts	Music 2	DT	PD3	Spanish	Study 14	Maths	Study 15

Year 8

Please go directly to your first lesson

	Session 1a	Venue	Session 1b	Venue	Session 2a	Venue	Session 2b	Venue
8W	Maths	MLB1	Geography	HLB1	Art	Art 3	Spanish	Study 16
8E	Maths	MLB2	Geography	HLB3	Art	Art 1	Spanish	Study 17
8S	Maths	MLB3	Spanish	Study 16	Geography	HLB1	Performing Arts	Dance
8T	Maths	Study 15	Spanish	Study 17	Geography	HLB3	Performing Arts	Music 2
8B	PE	Sports Hall	PE	Sports Hall	Maths	MLB1	English	ELB1
8R	PE	Sports Hall	PE	Sports Hall	Maths	MLB2	English	ELB2
8O	DT	PD2	Geography	HLB2	Maths	MLB3	English	ELB3
8M	DT	PD3	History	Study 19	Maths	Study 1	English	Study 1

Year 9

Please go directly to your first lesson

	Session 1a	Venue	Session 1b	Venue	Session 2a	Venue	Session 2b	Venue
9.1	English	Study 3	PE	PE Block	Maths	Study 7	Maths	Study 7
9.2	English	Study 16	PE	PE Block	Maths	Study 6	Maths	Study 6
9.3	English	Study 17	PE	PE Block	Maths	Study 5	Maths	Study 5
9.4	English	Study 14	PE	PE Block	Maths	Study 9	Maths	Study 9
9.5	English	Study 2	PE	PE Block	Maths	Study 10	Maths	Study 10
9.6	PE	PE Block	English	ELB1	Science	Lab 6	Science	Lab 6
9.7	PE	PE Block	English	ELB2	Science	Lab 5	Science	Lab 5
9.8	PE	PE Block	English	ELB3	Science	Lab 8	Science	Lab 8
9.9	PE	PE Block	English	Study 1	Science	Lab 7	Science	Lab 7

Year 10

Please go directly to your first lesson

	Session 1a	Venue	Session 1b	Venue	Session 2a	Venue	Session 2b	Venue
10.1	Science	Lab 8	Maths	Study 7	Science	Lab 1	Science	Lab 1
10.2	Science	Lab 6	Maths	Study 9	Science	Lab 4	Science	Lab 4
10.3	Science	Lab 5	Maths	Study 2	RE	Study 19	RE	Study 19
10.4	Science	Lab 7	Maths	MLB1	Business	BLB3	Business	BLB3
10.5	Maths	Study 7	Science	Lab 8	ICT	ILC1	ICT	ILC1
10.6	Maths	Study 13	Science	Lab 5	DT	PD3	DT	PD3
10.7	Maths	Study 9	Science	Lab 6	DT	PD2	DT	PD2
10.8	Maths	Study 6	Science	Lab 7	Art	Art 4	Art	Art 4
10.9					Hosp & Catering	K&H	Hosp & Catering	K&H

Year 11

Please go directly to your first lesson

	Session 1a	Venue	Session 1b	Venue	Session 2a	Venue	Session 2b	Venue
11.1	Science	Lab 2	Science	Lab 2	English	ELB1	PE	PE Block
11.2	Science	Lab 1	Science	Lab 1	English	ELB2	PE	PE Block
11.3	Business	Study 12	Business	Study 12	English	ELB3	PE	PE Block
11.4	Business	BLB1	Business	BLB1	English	Study 3	PE	PE Block
11.5	ICT	ILC4	ICT	ILC4	PE	PE Block	English	Study 21
11.6	ICT	ILC5	ICT	ILC5	PE	PE Block	English	Music 1
11.7	DT	EDC	DT	EDC	PE	PE Block	English	Study 3
11.8	Art	Art 1	Art	Art 1	PE	PE Block	English	Study 13
11.9	Hosp & Catering	K&H	Hosp & Catering	K&H				

6.1

Welcome & Introduction in the Theatre with Mr Williams, Mr Moore and Miss Hillier from 9.30am, then go to first lesson.

Session 1b	Venue	Session 2a & 2b	Venue
Maths	Study 8	Chemistry	Lab 3
History	Study 20	Chemistry	Study 2
RE	Study 21	Chemistry	Study 4
Art	Art 3	English	PE3
Physics	Lab 4	Product Design	EDC
Psychology	Study 5	Sociology	Study 20
Psychology	Study 4	Health & Social Care	Library
BTEC ICT	ILC2	BTEC Business	Study 18
BTEC Sport	PE2	BTEC Sport	PE1
		BTEC Business	BLB2
		Spanish	Study 15
		Computer Science	ILC2

6.2

Welcome & Introduction in the Theatre with Mr Moore and Mrs Sharif from 11.35am, then go to afternoon lesson.

Session 2a & 2b	Venue
Biology	Lab 2
Biology	Study 8
English	PE4
BTEC Business	BLB1
BTEC ICT	ILC3
Health & Social Care	ILC5
BTEC Business Double	Study 11
BTEC Sport	PE2
Product Design	PD4
Spanish	Study 15
Computer Science	ILC2

What to bring on your FIRST DAY

All students must remember to bring:

- This booklet
- Last year's portfolio and books (Students in Years 8,9,10 & 11)
- Packed lunch or ensure your Restaurant Cashless Account is in credit
- Appropriate equipment for lessons i.e. a pencil case containing a pen (blue or black), pencil, ruler, rubber etc.
- Parent Questionnaire (with the exception of Year 7 & new 6.1)
- Personal Tutor Meeting Form.
- **PE kit for 7W & 7E, 8B & 8R, Year 9**
- Last year's Record of Achievement (8, 9, 10, 11, 6.1 internal & 6.2).

Important!

Remember to arrive at Sandwell Academy in the appropriate uniform and dress

Personal Tutors

On the first day, all students will be introduced to their Personal Tutor who will be the first point of contact for parents and students. Personal Tutors will discuss and outline the structure for the first week and the key routines at the Academy.

Heads of Year

If you have any queries, please ask for:

Year 7	Mrs Donovan
Year 8	Mr Pugh
Year 9	Mrs Humphries
Year 10	Mr Lally
Year 11	Miss Bladen
Sixth Form	Mr Moore
Year 12	Mrs Gill / Miss Hillier (Acting Head of Year 12)
Year 13	Mrs Sharif

Sandwell Academy telephone number: 0121 525 1700