



WESTBOURNE
ACADEMY

Prospectus



Aspire Achieve Advance



Welcome

A warm welcome to Westbourne Academy from the staff, governors and Trust. As Principal I am very proud of our academy and our vision to transform the opportunities that await every student both within and beyond the academy.

We believe that students thrive when there are high expectations in terms of progress, attendance and behaviour. High quality teaching and a culture of reward ensures that students can reach their academic and personal potential.



I look forward to you and your child experiencing all that is great about Westbourne.

G Trott

Principal

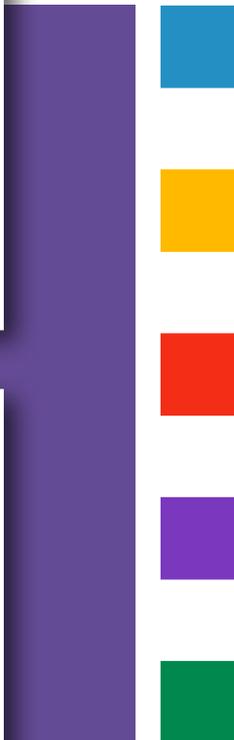
Teaching and Learning

Teaching and learning lie at the heart of all we do.

We are making strong progress in ensuring lessons are challenging, engaging and enjoyable. The level of support for students with learning difficulties is effective and our teachers are also able to nurture and develop those students who show a talent in particular areas.

In lessons, we believe that feedback from the teacher should be developmental as a way of ensuring that students know how to improve their own work.

Our staff set a range of home learning and projects which we see as vital to creating the independent learning skills that students will require in their future education, employment or training.



Success and Achievement

As an academy we strive to achieve high quality examination results. Summer 2016 saw our best ever results, with rapid improvement across many subjects. We also aim to ensure that we develop the social and personal skills that will make young people confident and successful.

We believe very much in creating a culture of achievement and our rewards

system acknowledges all aspects of academy life that lead to success.

Through our Vivo reward system, we encourage and acknowledge participation in sporting activities, productions, musical events, charity work, mentoring fellow students or helping anyone in our community.



Students are rewarded for a whole range of behaviours that positively contribute to the academy or an individual's personal development. Our annual awards evening celebrates success and achievement throughout the year.

Partnership

We hope that we can build a productive partnership with parents/ carers to ensure that by working together their child reaches their potential. The foundation for this relationship is the form tutor: throughout the year communications by telephone or e-mail are encouraged to ensure there is a shared responsibility for the progress of our young people.

We aim to keep you informed about your child's progress through three reports and a yearly face to face meeting with your child's tutor. This will enable you to gain a holistic view of their overall development. There are also parent evenings with subject specialists.

We are always keen to hear your thoughts about how we are doing and will ask you to complete an annual parent survey. Being involved as a governor, allows some parents to take a more active role in suggesting ways that the academy may be improved further.

Parents/carers should not hesitate to contact the academy if they have any concerns. It is our wish that any issues are dealt with effectively and quickly.



Care and Support

Our aim is to create a community that cares for the safety, health and happiness of all its members. We have high expectations in terms of student uniform and behaviour to create a calm and purposeful environment. Our effective anti-bullying policies ensure that students are free from harassment and can focus on learning and enjoyment. We want our students to become responsible and tolerant citizens of the future.

Our vertical tutor system is where our sense of community starts. We believe that small, mixed age tutor groups encourage our older students to take responsibility for younger students and this allows them to feel safer. By providing two adults we hope that we can get to know students as individuals. Your child will be allocated into one of our four houses and we hope this will encourage a sense of pride, belonging and competition through a range of inter house events.

We also believe that we are a listening school and we encourage students to help shape our future through discussion in their tutor groups and their representation on house and academy councils.

Curriculum

We aim to provide an engaging, broad and balanced programme that is based on the UK National Curriculum. Students are taught in a range of groupings; some related to their ability and others of mixed ability. We aim to challenge our more able students and support those students who require additional help.

Key Stage Three

Students follow a common curriculum of: English, mathematics, science, physical education, drama, art, music, technology, information technology, Spanish, French, history, geography and religious studies.



Key Stage Four

Students follow a core curriculum of English, mathematics, science and physical education. They choose options from a mixture of GCSE and BTEC Level 2 courses. Please see our options booklet on our website.

Enrichment

Equally important to us is providing a rich programme of enrichment opportunities beyond the classroom. We have a strong tradition of inter school sport, where we have achieved many trophies. The quality of art, drama and music is high and the reputation of our academy productions is exemplary.



Safeguarding

Everyone who comes into contact with children and their families has a role to play in safeguarding the welfare of children. At Westbourne Academy, safeguarding is considered everyone's responsibility. It forms part of the wider safeguarding system for children and we have a duty of care to keep children safe and to enable the best outcomes for them all.

The safeguarding of our students has three main elements:

1. Prevention through the creation of a positive academy atmosphere and the teaching and pastoral support offered to students.
2. Protection by following agreed procedures, ensuring staff are trained and supported to respond appropriately and sensitively to child protection concerns.
3. Support to students who have been abused or witnessed abuse. Abuse can be defined as physical, emotional, sexual or neglect.

Our academy will:

1. Establish and maintain an environment where students feel safe and secure and are encouraged to talk, and are listened to.
2. Ensure that students know that there are adults within the academy who they can approach if they are worried or are in difficulty.
3. Include in the curriculum activities and opportunities which equip students with the skills they need to stay safe from all forms of abuse and to stay safe online.
4. Ensure that wherever possible, every effort will be made to work closely with parents, the local community and outside agencies.

Visitors to our academy are expected to:

1. Sign in and out at reception.
2. Wear a visitors badge, that is visible, at all times.
3. Behave and conduct themselves in a manner that is appropriate for an institution that works with young people.



- ▶ Safeguarding is everyone's responsibility
- ▶ The needs of the child are paramount
- ▶ The need for help is identified early
- ▶ Anyone with a concern for a child should make a referral

KEY CONTACTS WITHIN THE ACADEMY



Designated Safeguarding Lead (DSL):
Mrs Cathy Cook (Assistant Principal)
Contact tel: 01473 466 156 / 07789 926 352



Alternate Safeguarding Lead (ASL):
Mrs Carol Clarke (Assistant head of house)
Contact tel: 01473 466 170 / 07850 922 577

Named Governor for Safeguarding: Mrs Lisa Johnson

KEY CONTACTS WITHIN THE LOCAL AUTHORITY

Customer First (Children's Services): 0808 800 4005

Suffolk Police: 01473 613 500

OTHER KEY INFORMATION

Suffolk Safeguarding Children Board:
www.suffolkscb.org.uk

Child Exploitation and Online Protection (CEOP):
www.ceop.police.uk

Working Together to Safeguard Children:
www.workingtogetheronline.co.uk



In safeguarding and promoting the welfare and wellbeing of children, we will act in accordance with the following legislation and guidance:

Health and Safety at Work Act (1974)
The Children Act (1989)
Mental Health Act (amended 2007)
Management of Health and Safety at Work Act (amended 1994)
Human Rights Act (1998)
Data Protection Act (1998)
Education Act 2002 (section 175/157)
The Children Act (2004)
Mental Capacity Act (1993 amended 2005)
The Education (Pupil Information) (England) Regulations 2005
Equalities Act (2010)
Teachers' Standards (2012)
Dealing with Allegations of Abuse Against Teachers and Other Staff (2012)
The Local Authority Safeguarding Children Board Inter-Agency Procedures
Working Together to Safeguard Children (2015)
Keeping Children Safe in Education (2016)
What to do if you're worried a child is being abused (2015)
Information Sharing (2015)
Counter-Terrorism and Security Act (2015)
Children Missing Education- statutory guidance for local authorities (2015)

At Westbourne Academy, we will work with social care, the police, health services and other services to promote the welfare of children and protect them from harm. Children includes everyone under the age of 18.

In compliance with the Key Safeguarding Employment Standards, all members of staff, governors and volunteers will:

- be appropriately qualified
- have the relevant employment history
- have the necessary checks carried out
- have enhanced Disclosure and Barring Service checks (DBS)
- have access to safeguarding training every two years

All child protection concerns will be acted on immediately. The following indicators are listed under the categories of abuse:

- Physical Abuse
- Sexual Abuse
- Emotional Abuse
- Neglect

The SHARP System

- ▶ Have you got a problem?
- ▶ Need a hand?
- ▶ Nobody to turn to?
- ▶ Nobody listening?
- ▶ Don't know what to do?

Current safeguarding issues are listed below. This is not an exhaustive list and, as new policy guidance and legislation develops within the remit of Safeguarding, the policy will be renewed and updated in line with the Suffolk Safeguarding Children Board and Local Authority.

Children missing from education
Children missing from home or care
Child sexual exploitation (CSE)
Bullying including cyberbullying, grooming and peer on peer abuse
Domestic violence or abuse
Drugs including substance abuse
Fabricated or induced illness
Faith abuse
Female genital mutilation (FGM)
Forced marriage
Gangs and youth violence
Gender-based violence/violence against women and girls (VAWG)
Harassment
Honour based violence
Mental health
Neglect
Practices or beliefs that are common with particular cultures but which are against the law of England and deemed illegal or harmful to children.
Private fostering
Radicalisation and extremism
Ritualistic abuse
Sexting
Teenage relationship abuse (sexually active under 18 year olds)
Trafficked children

For advice if you are worried, please contact the Designated Safeguarding Lead or Alternate Safeguarding Lead.

If you have any problems at school, at home, with your family or friends, or in the local community. Please don't suffer in silence. Go to our academy home page and click on the 'S' icon.



Use our **confidential** online tool to report it and I will do what ever I can to help. If I don't know then I will know someone else who can help you.

This is a **confidential** online service to stop you or a friend or someone you have seen suffering.

Mrs C Cook
Assistant Principal (Student Support)

To view all of our policies in full please visit www.westbourne.attrust.org.uk/Parents/Policies/



The Westbourne Way

At Westbourne we believe we can achieve. We are preparing to be successful young adults in education, training or employment.

- ▶ We take responsibility for our own actions and always behave in a safe way.
- ▶ We help, support and listen to each other. We report bullying or abusive language.
- ▶ We take a pride in our presentation; wearing our uniform smartly and correctly.
- ▶ We are prepared for learning because we always have the correct equipment and home learning with us.
- ▶ We are polite and respect all academy staff by following reasonable requests.
- ▶ We are punctual and arrive at lessons/tutor time and assemblies on time.
- ▶ We attend the academy regularly so we can make the best progress.
- ▶ We always move around the academy in a calm and orderly way, so that we are safe.
- ▶ We take a pride in our environment and use the bins for litter and gum.
- ▶ We respect the academy buildings, resources and equipment.
- ▶ We do not use mobile phones (or other handheld electronic devices) at all in the academy.

Term Dates 2016/2017

Autumn Term 2016
Autumn Half Term
Christmas Holiday
Staff Training
(Non-Pupil) Days:

Begins Thursday 1st September
 Begins Monday 24th October
 Begins Wednesday 21st December

Ends Tuesday 20th December
 Ends Friday 28th October
 Ends Tuesday 3rd January

Thu 1st & Fri 2nd Sep, Mon 31st Oct, Fri 2nd Dec

Spring Term 2017
Spring Half Term
Staff Training
(Non-Pupil) Days:
Easter Holiday

Begins Wednesday 4th January
 Begins Monday 13th February

Ends Friday 31st March
 Ends Friday 17th February

Wed 4th Jan

Begins Monday 3rd April

Ends Friday 14th April

Summer Term 2017
Summer Half Term

Begins Tuesday 18th April
 Begins Monday 29th May

Ends Friday 21st July
 Ends Friday 2nd June

Bank Holidays 2016
2017

Tuesday 27th December (Substitute BH)

Monday 2nd January (Substitute New Year's Day)
 Friday 14th April (Good Friday)
 Monday 17th April (Easter Monday)
 Monday 1st May (Early May BH)

Monday 29th May (Spring BH)
 Monday 28th August (Summer BH)
 Monday 25th December (Xmas Day)
 Tuesday 26th December (Boxing Day)

Proposed Term Dates 2017/18

Autumn Term 2017
Half Term
Xmas Holiday

Starts Monday 4th September
 Starts Monday 23rd October
 Starts Wednesday 20th December

Ends Tuesday 19th December
 Ends Friday 27th October
 Ends Tuesday 2nd January

Spring Term 2018
Half Term
Easter Holiday

Starts Wednesday 3rd January
 Starts Monday 12th February
 Starts Friday 30th March

Ends Thursday 29th March
 Ends Friday 16th February
 Ends Friday 13th April

Summer Term 2018
Half Term

Starts Monday 16th April
 Starts Monday 28th May

Ends Tuesday 24th July
 Ends Friday 1st June

Staff Training
(Non-Pupil) Days:

To be confirmed

FREE SCHOOL MEALS



It is now quicker and easier to apply for Free School Meals. Suffolk County Council will check your eligibility against the Government's benefits database and, as long as you are in receipt of a qualifying benefit, the provision of Free School Meals will commence.

Free School Meals
 Are you entitled?

Your child will get a tasty, nutritious meal every day, you will save time and money on making lunches and the academy will receive invaluable Pupil Premium funding for every student registered.

Visit the Parents page on our website to obtain more details and information in other language options. An application form is available from our Main Reception or from Student Services.



**WESTBOURNE
ACADEMY**

Applying for a school place for your child

Year 6 Transfer

For year 6 transfer to high school you will need to contact Suffolk County Council Admissions Office (telephone 0345 600 0981) or go to the Parent/Admissions page on our website and follow the relevant link. You can email admissions on admissions@suffolk.gov.uk.

Mid-Year Transfer

To move your child from another high school (a mid-year transfer), you will need to complete an application form (ADM1) and return it to Westbourne Academy. You will receive a written reply within 10 school days. A copy of the application form is available from Reception or you can download a copy from the Parent/Admissions page of our academy website.

If you would like to view the school prior to making an application please arrange an appointment via the Principal's PA (telephone 01473 466 136).



Aspire Achieve Advance

Westbourne Academy, Marlow Road, Ipswich, Suffolk IP1 5JN

Telephone: **01473 742315** Fax: **01473 464825** Web: www.westbourne.attrust.org.uk Email: office@westbourne.attrust.org.uk

 www.facebook.com/westbourneacademy

 www.twitter.com/WestbourneA

Principal: **Garry Trott** Chair of Governors: **Dr. Ron Impey**