



# Academy Details

North Oxfordshire Academy

Drayton Road

Banbury

OX16 0UD

T: 01295 224300

E: [enquiries@northoxfordshire-academy.org](mailto:enquiries@northoxfordshire-academy.org)

[www.northoxfordshire-academy.org](http://www.northoxfordshire-academy.org)



@NorthOxAcademy



Acting Principal

Ellie Jacobs

# NOA 9

1. I attend every day and I am on time.
2. I am smartly dressed in academy uniform with the correct equipment.
3. I always try my hardest to learn.
4. I always do as I am asked, the first time I am asked.
5. I am in the right place at the right time doing the right thing.
6. I take pride in the presentation of my work.
7. I commit to disruption free learning. 
8. I respect others, their opinions and their personal space.
9. I always take pride in and respect my environment.

*NOA students and staff are committed to disruption free learning*

## Timings of the Academy Day

	Tutor	P1	P2	Break	P3	Lunch	P4
All students	8.20 to 9.05	9.05 to 10.20	10.20 to 11.35	11.35 to 11.55	11.55 to 13.10	13.10 to 13.40	13.40 to 15.00

## Key Contacts

Pastoral Leader	Name	Email
Year 7	Amy Peacock	<a href="mailto:Amy.Peacock@northoxfordshire-academy.org">Amy.Peacock@northoxfordshire-academy.org</a>
Year 7	Elliot Hurst	<a href="mailto:Elliot.Hurst@northoxfordshire-academy.org">Elliot.Hurst@northoxfordshire-academy.org</a>
Year 8	Amy Peacock	<a href="mailto:Amy.Peacock@northoxfordshire-academy.org">Amy.Peacock@northoxfordshire-academy.org</a>
Year 9	Tom Tanner	<a href="mailto:Tom.Tanner@northoxfordshire-academy.org">Tom.Tanner@northoxfordshire-academy.org</a>
Year 10	Isobel Stanford	<a href="mailto:Isobel.Stanford@northoxfordshire-academy.org">Isobel.Stanford@northoxfordshire-academy.org</a>
Year 11	Sam Emsley	<a href="mailto:Samantha.Emsley@northoxfordshire-academy.org">Samantha.Emsley@northoxfordshire-academy.org</a>
Year 12	Matt North	<a href="mailto:Matthew.North@northoxfordshire-academy.org">Matthew.North@northoxfordshire-academy.org</a>
Year 13	Beth Hall	<a href="mailto:Beth.Hall@northoxfordshire-academy.org">Beth.Hall@northoxfordshire-academy.org</a>

## Sixth Form Key Contacts

Name	Role/Tutor Group	Email
Tim Yeomans	Tutor 12TYE	Tim.Yeomans@northoxfordshire-academy.org
Louise Callow and Vicki Yaxley	Tutor 12LCA	Louise.Callow@northoxfordshire-academy.org & Vicki.Yaxley@northoxfordshire-academy.org
Emily Willett	Tutor 12EWI	Emily.Willett@northoxfordshire-academy.org
Matt Kent	Tutor 12 MKE	Matt.Kent@northoxfordshire-academy.org
Natasha O'Hear	Tutor 13NOH	Natasha.Ohear@northoxfordshire-academy.org
Lee Davis	Tutor 13LDA	Lee.Davis@northoxfordshire-academy.org
Alex West	Tutor 13AWE	Alex.West@northoxfordshire-academy.org

# Key Dates

## Parent Events (Thursday):

7 September Teacher, Student, Parent Meetings

14 September Sixth Form Information Evening

28 September NOA Open Evening/ Transition Evening

25 January Y12/13 Parents Evening

28 March Y11/13 Parent Invite Evening

7 May Teacher, Student, Parent Meetings (Tuesday)

## Extended Tutor Days:

20 October (Friday)

17 November (Friday)

24 January (Wednesday)

7 March (Thursday)

13 June (Thursday)

## Examinations:

WC Monday 2 October Y8 NGRT in lesson exams & Y11/13 Mock

5 December Y11/13 Mocks & Predictions

WC Monday 11 December Y12 Mock

WC Monday 26 February/ 4 March/ 11 March Y11/13 Mock

Tuesday 26 March Y11/13 Mocks & Predictions

WC Monday 20 May /3 June KS3 & Y10/12 Mock



## North Oxfordshire Academy Term Dates 2023-24

	M	T	W	T	F	S	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T						
<b>September</b>					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30			
<b>October</b>							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
<b>November</b>		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30						
<b>December</b>					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		

	M	T	W	T	F	S	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T					
<b>January</b>	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					
<b>February</b>				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29				
<b>March</b>					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
<b>April</b>	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					
<b>May</b>				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		
<b>June</b>						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
<b>July</b>	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					
<b>August</b>				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		

**Teacher-Student-Parent Day**

Bank Holiday

School Holiday

Inset Day

**Parents Evenings:**

- Year 7 – Thursday 12 October 2023
- Year 8 – Thursday 2 November 2023
- Year 9 – Thursday 30 November 2023
- Year 10 – Thursday 22 February 2024
- Year 11 – Thursday 11 January 2024
- Year 12 & 13 – Thursday 25 January 2024

- Term 1 Thursday 7 September - Friday 20 October
- Term 2 Monday 30 October – Wednesday 20 December (Inset Day - Friday 1 December)
- Term 3 Tuesday 9 January – Friday 9 February
- Term 4 Monday 19 February – Thursday 28 March
- Term 5 Tuesday 16 April – Friday 24 May
- Term 6 Monday 3 June – Wednesday 24 July

# Attendance Matters at North Oxfordshire Academy

## Why is 97%+ attendance so important?

Regular attendance at school means that you can make the most of your education and improve your chances in adult life.

School can also help you develop social skills such as making and developing friendships. A regular and punctual attendance pattern will help you when you enter the world of work.

**The link between attendance and how well you do in school is clear. The more a pupil is in school the more they increase their opportunity to fulfil their potential.**

## What to do if you will be absent from school

Parents should contact the school as soon as possible if a child is going to be absent or late for any reason e.g. doctor, dentist and provide an appointment card. The school has a dedicated phone line for reporting absence.

### The NOA absence line is:

**01295 234214**

We understand that some appointments are unavoidable i.e. with hospital specialists. However, appointments where there is flexibility such as dental appointments or eye tests should not be scheduled during the school day.

### Sixth Form absence line:

**01295 234233**

Students are expected to call in themselves each morning they are ill – emails are not accepted. Students should call the sixth form attendance officer directly on the number above and leave a voicemail if no one picks up.



# Punctuality

Arriving to school on time matters too. Being frequently late for school adds up to lost learning:

- Arriving 5 minutes late every day adds up to over 3 days lost each year.
- Arriving 15 minutes late every day is the same as being absent for 2 weeks a year.
- Arriving 30 minutes late every day is the same as being absent for 19 days a year.

## Some Strategies to Improve Punctuality and Attendance

- Bedtime routines – packing school bag ready for the next day, getting to bed earlier, setting a time for a television and other devices to be turned off.
- Morning routines – setting the alarm earlier, no screen time until ready for school (and maybe not even then), having breakfast before leaving home, meeting a reliable friend to walk to school with.
- Coming to school for breakfast club (starting at 7:45 am)

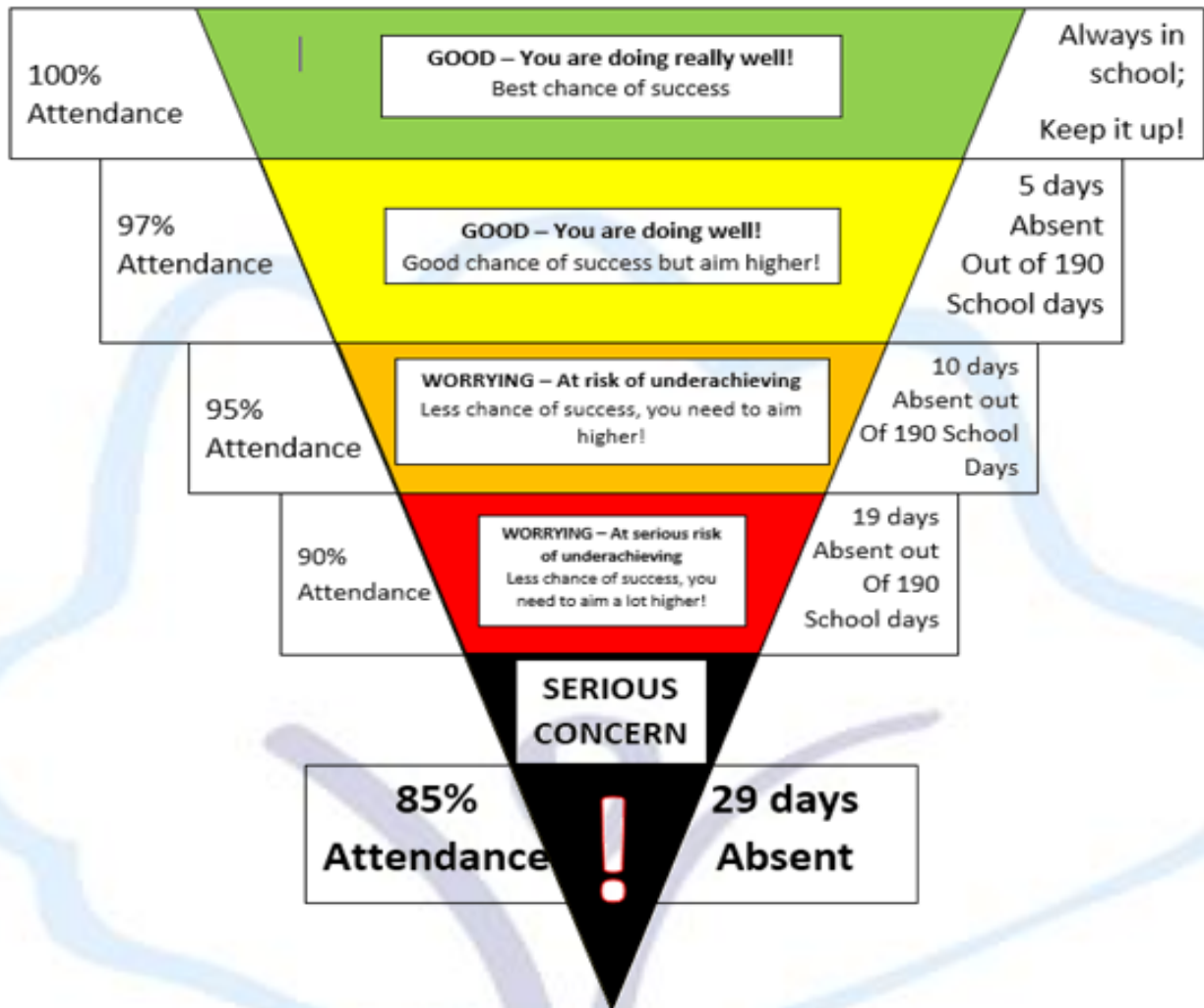
**97+% Attendance  
Target**

**Attend today, succeed  
tomorrow**



# ATTENDANCE CHART

Good attendance is vital for good progress at school. Every term, you should aim to go up one level on the chart or, better still, stay at the top!



# Student Equipment

Ready to Learn?

- 
- 2 pens (black/blue)
  - Non-permanent whiteboard pen
- 
- 1 Green pen
  - Knowledge Organiser – Given by school
- 
- 1 pencil
  - 1 scientific calculator (Must be a Casio FX85)
- 
- 1 rubber
  - Home Learning book – Given by school
- 
- 1 ruler
  - A school bag
- 

*Sixth Form students are required to have a folder for every subject in addition to the items above.*

## Home Learning Book



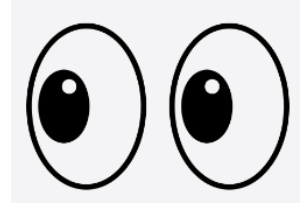
- The Home Learning book should be in the student's bag at all times
- Clearly date and title (including subject title) each piece of home learning in the Home Learning book
- Underline with a ruler after each completed piece.
- Use both sides of the page and don't leave empty spaces.
- The back pages of the Home Learning book are to be used as your reading log

# Using Knowledge Organisers to self-quiz

Your child will be issued with a Knowledge Organiser each term with all subjects in one booklet. Subject Knowledge Organisers can also be found on the academy website.

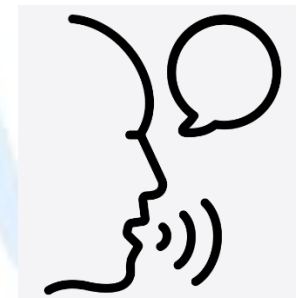
## LOOK

- Read the definition of the first key word in your head.



## SAY

- Cover it up and say in back to yourself, repeat with all four words.
- Uncover the words and check you said it correctly.



## COVER

- Cover up all four words.



## WRITE

- Write out the definitions for all four words from memory.



## CHECK

- Uncover the definitions and green pen to correct.



# Home Learning

Students will receive a homework timetable at the start of the year so that they can plan and organise their homework each evening.

This will also be on the academy website. Home Learning will be published on TEAMS and you will be able to see all your home learning in the Assignments tab.

There are Home Learning Clubs every day that all students are welcome to attend should they need access to computers or learning support.



**sparx**

**SENECA**



Arbor

**unifrog**

# Sixth Form: Home learning and Deadlines

Students are expected to spend 5 hours per week on their subjects outside of their lessons. A Level/Level 3 courses are a huge step up from GCSE and students should be spending this time during study to complete past papers, UpLearn, Seneca or consolidate their learning through activities set by the teacher.

Deadlines are set on Teams and students who miss their deadlines will have this logged and there will be a discussion with the head of year. *In some cases, persistent missed deadlines result in parent meetings to address commitment to learning concerns.*

## Sixth Form: Study Periods

All students are allocated a minimum of **four study periods a week**. These sessions are to be independent study, supervised by the study supervisor in B1. Unsupervised study is in the sixth form and will still require students to work independently, but this will not be silent study.

We encourage students to bring their own laptops/chrome books for their study periods to support their learning. Financial support can be applied for through the 16-19 bursary fund.

## Rewards

The Reward system at North Oxfordshire Academy recognises acts of kindness, hard work and engagement with Extra Curricular activities.

Students will be given 'Acts of Kindness' cards by staff and this will be their raffle ticket for the weekly draw in assembly.

Students will also be rewarded for hard work and engagement in Extra Curricular activities using Merit points and they will be awarded to students using Arbor.

Each term, students will have Celebration Assemblies to reward students with the highest number of Merits overall as well as the highest number of Merits in each subject area. Celebration Assemblies will also reward for Excellent Attendance and Rank Order Assessment success.



**WORK  
HARD**



**BE  
KIND**



**DEVELOP YOUR  
WHOLE SELF**



## Clubs and after school Enrichment

Enrichment is a very important part of the North Oxfordshire Academy experience, ensuring students have the opportunity to develop new skills, talents and character outside their formal learning environment. We offer a wealth of clubs including music, drama, sports, coding and debating.

At North Oxfordshire Academy we offer leadership opportunities for every student, many of which come from the wide range of clubs on offer. In addition to this every Tutor Group has a Form Captain and Sports Captain.

Regular attendance to clubs and activities is necessary for student development both academically as well as emotionally and socially. If you have chosen to attend you should attend regularly and if you are unable to attend, please notify the staff member in charge so they are aware.

Students will be rewarded with Merits for attendance to clubs.

The calendar is available on the Academy website.



From Year 9 students are eligible to take part in the Duke of Edinburgh Award Scheme, which is a highly esteemed and rigorous programme designed to challenge your physical fitness, leadership, teamwork skills, personal development and your community involvement.



# Sixth Form Dress Code

We expect students in smart, professional dress whilst in the sixth form. All students receive the dress code upon applying for their place and again on induction day. By signing the learning agreement, students/parents confirm they are happy with the policy and students will adhere to the expectations:

## CLOTHING – Smart Office Wear

- Tailored Shirts
- A Tie
- Tailored Trousers
- Smart jumper (no logos, sports brands etc.)
- Smart Dress, Skirts of knee length (with tights), or Tailored Trousers.
- Tailored blouses or Tops with Collars or high neck lines. Shoulder less / backless tops are not permitted. Tops should not have logos, pictures or other markings but should either be plain or lightly patterned.

## For All

- Jumper or Cardigan.
- Blazer/Jacket.
- Footwear should be plain and polishable.

## Non-acceptable items of dress

- Shorts
- Mini-skirts
- Jeans of any colour
- Any item of Denim (including 'Denim look')
- Fleece Jogging Pants/Bottoms/Hoodies (unless Football Academy uniform)
- Jeggings (Leggings of any kind are only acceptable under a knee length skirt)
- Vest Tops, Sweatshirts, T-Shirts
- Sportswear (unless NOA sport uniform)
- Excessively High-Heels, Flip-Flops, Trainers, (of any colour, including black), Vans, Nike, leather trainers of any kind, Canvas shoes, Ugg Boots, Sandals or any footwear with logos, stripes or patterns Fashion Footwear is not appropriate/ Dr Marten boots
- Hats of any kind
- Clothing with any Large Logo's, Pictures, etc
- Revealing Tops



- Denim jackets
  - Pleather/leather trousers
- Piercings, tattoos and hair colour
- There must be no visible body piercing and/or tattoos.
  - Small nose studs and hoops are acceptable
  - Hair when dyed should be of a natural colour (pink, green, blue colours etc. not permitted)

## Sixth Form Tutor Programme

Term	<u>Year 12</u>	<u>Year 13</u>
1	Sixth Form Mindset VESPA	UCAS and Current Affairs
2	Sex and Relationships	Health and Sexual Health
3	University and Apprenticeships	School of Life
4	Mental Health and Wellbeing	Stress and Motivation (plus interventions)
5	UCAS and Careers	Examinations
6	UCAS and Careers	

*Assemblies are every Monday and will cover current affairs, relationships and issues affecting young people today, including politics, friendships, etc.*

### One to Ones

Sixth form tutor programme runs every Monday, Tuesday and Wednesday. Students are expected to attend a 'one to one' session with their tutor, which is scheduled (on rotation) on a Thursday or Friday tutor time. These 20 minute one to ones are not optional and require students to attend to discuss progress, careers, pathways and wellbeing.

# Anti - Bullying

Bullying is:

- repeated
- intended to hurt someone either physically or emotionally
- often aimed at certain groups, for example because of race, religion, gender or sexual orientation

It takes many forms and can include:

- physical assault
- teasing
- making threats
- name calling
- cyberbullying - bullying via mobile phone or online (for example email, social networks and instant messenger)



**You can report any other concern (Bullying/Mental Health/Sexual Harassment) through the homepage of the school's website as shown below:**

North Oxfordshire Academy  
The best in everyone™  
enquiries@northoxfordshire-academy.org  
01295 224300

Home Academy Info About Us Students Sixth Form Parents Curriculum Staff Governors Lettings Contact Us

Every evening after school you can get help with your homework or a computer issue.  
Year 7 go to the Library (2:50pm-3:35pm)  
Year 8 go to H1 (3:00pm-3:45pm)  
Year 9 go to B2 (3:05pm-3:50pm)  
Year 10 go to A22 (3:10pm-3:55pm)  
Year 11 go to D16 (3:15pm-4:00pm)

"I need help with my homework"

"I don't have a computer at home"

Report A Concern

Academy Information 11-18 Curriculum Sixth Form

CPOMS Coronavirus advice Ofsted Good Provider

Microsoft Teams User Guide

Welcome from the Principal

**You can report a concern about yourself or about someone else.**

**All incidents will be looked into within 48 hours of reporting.**

# Welfare and Mental Health Support

- **Designated Safeguarding Lead/Assistant Principal:** Mrs Duffy
- **Welfare Team:**
  - Miss Jobbins – Year 7 & 8
  - Miss Jefferies – Year 9
  - Mrs Smith – Year 10 & 11
  - Mrs Duffy – Year 12 & 13
- **Mental Health First Aid Team:** Mrs Mcfarlane, Miss Peacock, Miss Emsley, and Mrs Tyler.

The welfare team will be offering drop ins every break and lunch time. It will be open to every year group, every day!

- This year we are launching our well-being hub, the hub provides a range of therapeutic, emotional; and mental health support covering a variety of areas.

At NOA we have:

- Cognitive behaviour therapy
- School Counsellors
- Art and drawing therapy
- Bespoke 1:1 and group interventions delivered by Miss Jefferies our Welfare and Interventions officer.

If you would like to find out more or think your child/children would benefit from support within our wellbeing hub, then please make contact with the welfare team.

- Mental Health First Aid Team: Mrs Mcfarlane, Miss Peacock, Miss Emsley, and Mrs Tyler.

## Out of school help – Mental Health Support

These contacts are for when you might be really struggling and need urgent help.

Young Minds: Call 020 7089 5050 for help or text the crisis messenger service for free, any time of day. Text YM to 85258

Childline: Call 0800 1111 (24 hours 7 days a week) for help or live chat online – [www.childline.org.uk](http://www.childline.org.uk)

## Sixth Form: Health and Safety

Students are not permitted to leave site apart from break and lunchtimes.

Students must use the ipad to sign out and back in when leaving the sixth form.

Students who are not in lessons, will be allocated a study session which is supervised (in B1) or unsupervised (in sixth form).

If students have a medical appointment they need to attend, we will need to see proof of this if it requires students to leave site during the day.

All students will be issued a lanyard with a swipe card which will allow them to enter and exit the gate/building. Students must **always wear this** for health and safety reasons and to meet safeguarding requirements.

## Careers

Name	Role	Email
Maria Mainwaring	Careers Lead	maria.mainwaring@northoxfordshire-academy.org

**Each student at North Oxfordshire Academy has a  
log-in for our Careers programme, Unifrog.**

**Helping students  
find their future.**

Unifrog helps students with the whole progression process - from exploring their interests, to recording the great things they've done, to finding education and training opportunities, to drafting their applications and CV.

Unifrog brings all the available information into one comprehensive, user-friendly platform that helps students make the best choices, and submit the strongest applications.

It partners with universities and employers to further support students to be successful.

