Welcome to all the Year 6 students who are joining our community.

My name is Ms Cockram and I will be your Principal when you join Ark Alexandra Academy in September.

Our staff and students are looking forward to meeting you later this term and making you feel welcome when you start as a Year 7 student in September.

We have high standards for learning which will require your hard work and commitment. Our teachers are subject experts who enjoy sharing their knowledge and love of their subject with students. We also have lots of opportunities to develop your learning beyond the curriculum, explore your passions and enjoy yourself.

This is a warm and friendly school where students go on to have successful futures. We want all students to have the choice to stay with us into the sixth form and then confidently attend university or pursue apprenticeships or further training.

All our staff and students uphold our core values of faith, excellence and kindness. These values are very important at Ark Alexandra Academy because we want you to become excellent learners and responsible citizens.

See you in September.

Ms Cockram
Regional Associate Principal
Our Vision and Values

Our Vision

• Achieve the highest academic results that provide the best opportunities for students’ future success.

• Develop the attributes and skills to be both highly employable and to be positive contributors to their community.

• Be creative, emotionally intelligent and physically active young adults in order that they can lead a happy and healthy lifestyle.

Our Values

• **Faith** – Belief and commitment to our purpose, confident in our ability to achieve, persevere when faced with adversity, reflective in all that we do.

• **Excellence** – With drive and determination we will achieve excellence in everything we do, every day, every lesson - never settling for less.

• **Kindness** – We will be friendly, generous, compassionate, and considerate to each other and our community.
Ark Alexandra Academy is proud to be a Church of England school. We welcome students of all faiths and none. We have an inclusive Christian ethos based on the universal values of faith, excellence and kindness, alongside our high expectations and ambition for every child to succeed. We pray and regularly reflect as a community and as individuals.

Being a Church school allows us to use story-telling, reflection and collective worship as a way to explore the world and our place in it. Students learn about the Christian faith and its stories and are encouraged to ask big questions and reflect on their own beliefs. Students will study Religious Studies throughout their time at Ark Alexandra and will have the option to study for the GCSE.
Transition Process

We are looking forward to welcoming your child into the Ark Alexandra community and are committed to delivering a Year 6 transition process that is minimally impacted by the current school closures.

**Transition Activities**

<table>
<thead>
<tr>
<th>Date Range</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>w/c 11th May and 18th May</td>
<td>Welcome call to parents from Ark Alexandra</td>
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<td>w/c 1st June</td>
<td>Information gathering and permission forms sent to parents</td>
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<tr>
<td>18th June</td>
<td>Virtual welcome evening with presentations from the Principal, Transition Lead and Head of Year, details of how to access this event to follow</td>
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<tr>
<td>w/c 29th June and 6th July</td>
<td>Welcome call to parents and students from their tutor</td>
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Unfortunately, the transition days in July will not be able to go ahead with all students as planned. As we receive further government guidance about the reopening of schools, we will carefully consider how to safely manage student visits to the Helenswood campus. In case visits are not possible before the summer break, we will be producing a virtual tour, so students and parents can familiarise themselves with the campus.
**Bus**

The school is served by a number of local bus routes. To plan out the journey to school, please visit [www.stagecoachbus.com](http://www.stagecoachbus.com). For students who are new to taking the bus, it is a good idea to practise the journey before September. To take the bus, students will need to have a bus pass, a valid ticket on the Stagecoach app or the correct change to buy a ticket.

**Cycle**

Students who cycle can leave their bikes securely in our bike rack. Students must wear a safety helmet if cycling and we recommend a high vis vest. It is a good idea to identify and practise the safest route to cycle to school before September.

**Walking**

Students walking to school should be mindful of their surrounding at all times. It is a good idea to identify and practise the safest route to walk to school before September.

It is important that students are considerate of our community when travelling to and from school, demonstrating excellent behaviour and kindness to others.
Term Dates

<table>
<thead>
<tr>
<th>SEPTEMBER 2020</th>
<th>OCTOBER 2020</th>
<th>NOVEMBER 2020</th>
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<th>JANUARY 2021</th>
<th>FEBRUARY 2021</th>
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<th>MAY 2021</th>
<th>JUNE 2021</th>
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**Key**
- [ ] Start of term
- [ ] End of Term
- [ ] Public Holidays
- [ ] School Holidays
- [ ] Staff Training Day (INSET DAY)
- [ ] for pupils

**Bank and Public Holidays 2020 - 2021**

- **Christmas Day**
  - Friday 25 December 2020
- **Boxing Day Holiday**
  - Monday 28 December 2020
- **New Year’s Day**
  - Monday 1 January 2021
- **Good Friday**
  - Friday 2 April 2021
- **Easter Monday**
  - Monday 5 April 2021
- **Early May Bank Holiday**
  - Monday 3 May 2021
- **Spring Bank Holiday**
  - Monday 31 May 2021
- **Summer Bank Holiday**
  - Monday 30 August 2021

*Replacement Bank Holiday day when the bank holiday falls on a weekend*

Source: [https://www.eastsussex.gov.uk/educationandlearning/schools/termdates/](https://www.eastsussex.gov.uk/educationandlearning/schools/termdates/)
School Day

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
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<tbody>
<tr>
<td>8:30am</td>
<td>Students arrive</td>
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<td>8:45am</td>
<td>Tutor</td>
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<tr>
<td>9:15am</td>
<td>Period 1</td>
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<tr>
<td>10:15am</td>
<td>Period 2</td>
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<tr>
<td>11:15am</td>
<td>Break</td>
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<td>11:35am</td>
<td>Period 3</td>
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<td>12:35pm</td>
<td>Period 4</td>
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<td>1:35pm</td>
<td>Lunch</td>
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<td>2:15pm</td>
<td>Period 5</td>
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<tr>
<td>3:15pm</td>
<td>Dismissal</td>
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<tr>
<td>3:15pm - 4:05pm</td>
<td>Enrichment and Intervention (Mon/Tue only)</td>
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</table>

Students will study the following subjects in Year 7:

- English
- Maths
- Science
- Geography
- History
- Religious Studies
- French or Spanish or additional literacy
- Physical Education
- Art
- Dance
- Drama
- Product Design
- Food Technology

Students also have the option to select up to two after school enrichment classes.

Students are set weekly homework tasks to continue and extend their learning. We use Show My Homework to set these tasks and monitor their completion. Parents are given access to their child’s account to ensure they complete the tasks on time and to support their learning.
Our enrichment programme provides students with a breadth of new experiences and develops essential character skills including exploration and resilience. It is a fully inclusive programme focussing on student success and has relevance to life beyond school and links with our local community.

Students can select up to two enrichment classes per term, enabling them to pursue their own interests and passions across a wide range of subject areas. Enrichment classes this year include: Football, Dance, Gymnastics, Basketball, Drama, Guitar, Drumming, Choir, Art and Design, Baking, Crochet, Photography, Jiu Jitsu, Fitness and Creative Writing.
Listening to the views of our students and providing opportunities for students to lead is important to us. Students interested in taking on a leadership role to support their peers, exemplify our values and work with school leaders can apply to be a Tutor Group Representative on our Student Council. The Student Council meets termly to feedback the views of their Tutor Group, discuss new initiatives for the school and plan the school’s charity work.

We also have a Junior Leadership Team which includes the Lower School Head Boy and Head Girl.

Hello, my name is James Poole and I am the Lower School Head Boy. Welcome to Ark Alexandra, where you will spend the next five years growing and maturing ready for the adult world. Secondary School can be a daunting prospect, however at Ark Alexandra it feels anything but. The teachers and staff are warm in welcoming new members to the school community and they will support you wherever possible. My favourite part of Ark Alexandra is being part of a community which I can feel proud of. In addition, I have enjoyed the enrichment programme as it has given me an opportunity to try new activities and make new friendships.

Welcome to Ark Alexandra Academy. My name is Ellie-Mae Smith and I’m the Lower School Head Girl. Ark Alexandra Academy is a great school because it has hardworking staff and a senior leadership team which takes all the student ideas and opinions into account. Ark Alexandra has been a good school for me because of the countless opportunities for the students to be heard and the many facilities that we have for sports and other clubs. I’m sure it will be a good school for you too.

We look forward to meeting you.

James Poole, Head Boy & Ellie-Mae Smith, Head Girl
Wearing our school uniform well conveys students' commitment to excellence, success and the faith that they have in themselves.

**Our Uniform**

- Ark Alexandra blazer
- Ark Alexandra tie
- White collared long or short sleeve shirt
- Ark Alexandra school jumper (optional)
- Navy blue school trousers (no jeans, leggings, or trousers of this style)
- Navy blue pleated knee length school skirt
- Socks or tights are plain black, navy blue or white (no patterns or leggings)
- Black school shoes, flat and with proper soles (no trainers or trainer style shoes)
- Religious headwear should be navy or black
- Black or navy plain rucksack or the school rucksack
- Dark coloured coat

**Our PE Kit**

- Ark Alexandra PE T-shirt (collared or round neck)
- Navy blue tracksuit bottoms or shorts for PE (no leggings)
- Trainers for PE

**Purchasing our uniform:**

Visit [www.superstitch86.co.uk](http://www.superstitch86.co.uk)
All students must have the following school equipment, so they are prepared for learning:

- Three black ballpoint pens
- A compass
- Two green ballpoint pens
- A pencil case
- A pencil sharpener
- An eraser
- A scientific calculator
- A reading book suitable for your age
- A 30cm ruler
- An English dictionary
- A 30cm ruler
- Two HB pencils
- A protractor
We want all students to achieve the best possible results at school. We know that excellent attendance and punctuality are crucial to learning, achievement and future success.

**Excellent attendance means that students must:**
- Attend school every day
- Arrive at school on time every day
- Attend all lessons on time

**To ensure excellent attendance, we will:**
- Rigorously monitor the attendance of all students
- Reward students who have 100% attendance
- Reward students who make significant improvements in their attendance and punctuality
- Contact parents when a student is absent from school
- Require medical evidence of illness on the third day of a continuous absence
- If a student’s attendance starts to drop, meet with the student and their parents to put in place a support plan
- Liaise with external agencies if the attendance of a student becomes a significant concern, this could result in the parents or carers being prosecuted
At Ark Alexandra we have a dedicated team of staff to support all students to achieve excellence, faith and kindness.

The pastoral team work together and with parents to:

- Support each student to develop, achieve and enjoy their time at Ark Alexandra
- Support students to maintain healthy friendships
- Celebrate students’ success and progress
- Safeguard all students and staff
- Intervene to support students who need help to achieve their best

The Tutor is a particularly important person for both students and their families, acting as the main point of contact between school and home. The form tutor can help students with the following:

- Provide information about school
- Support with worries about learning, friendship issues, and things outside of school
- Address concerns about bullying - discriminatory, rude or bullying behaviour is not tolerated at Ark Alexandra and will be dealt with swiftly and firmly
- Parent/carer questions

In addition to the Tutor, our Heads of Year and Safeguarding Team can help with more challenging problems and any issues to do with students’ safety and feelings of safety.

Parents will be provided with the email addresses for their child’s Tutor and Head of Year before the summer holiday. To contact the school before then, please email year6transition@arkalexandra.org.
Rewards

We are fully committed to celebrating the achievements of our students inside and outside of the Academy. Students will receive rewards points for demonstrating faith, excellence and kindness in and around the Academy. The number of reward points received each week are celebrated across the Academy in tutor time. Students who are receive the most reward points in each year group will receive badges, certificates and rewards. Tutor groups who receive the most reward points will be able to select their reward from a list compiled by our Student Council.

High Expectations

We have high expectations of learning and behaviour for all students in our community. Whilst we focus on rewarding students who meet and exceed our expectations, there will be some students who do not.

Teachers and staff are available to support students to make greater progress in their learning where necessary. We run a number of successful learning support programmes for students who need focussed support. Where students do not meet our expectations of behaviour, we have clear systems in place to hold students to account for their actions, to help students reflect on their choices, to support students to make better choices in future, and to involve families in this process.
Healthy Eating

The canteen is open at break and lunch for students to buy a selection of healthy food and drinks. This year our Student Leadership Team have worked with the kitchen to develop our lunch menus so that meals are delicious and healthy. Their favourites dishes on the menu include roast chicken, vegetarian chilli, spaghetti bolognese, fruit crumble, and Friday fish and chips.

All food in the canteen is paid for using the cashless catering system operated by ParentPay. Parents will receive a letter about ParentPay and a biometrics permission form in June. Students will be shown how to use their fingerprint to pay in the canteen in September.

The canteen also provides a free breakfast every day for all students.
Students entitled to free school meals will be provided with a free school lunch each day. Parents can also add money to their ParentPay account so that students can buy food or drinks at break. If you think your child may be eligible for free school meals, please visit www.eastsussex.gov.uk/freeschoolmeals.
We know that reading widely and often boosts a person’s vocabulary, memory and empathy. It is also proven that those who regularly read for pleasure at the age of 11, perform better in their GCSEs aged 16. This in turn creates more opportunities and choices for life beyond school.

We also believe that reading is a rich and rewarding activity which allows you to travel across the globe from the comfort of your own sofa.

Below are a few reading recommendations to broaden your horizons as you start your secondary school journey:

**If you like stories about people, try:**

- Refugee Boy by Benjamin Zephaniah
- The Garbage King by Elizabeth Laird
- The Tyrant’s Daughter by J.C. Carlson
- Pig Heart Boy by Malorie Blackman
- Beck by Mal Peet
- I Capture the Castle by Dodie Smith

**If you like stories about adventure, try:**

- The Northern Lights (His Dark Materials Trilogy) by Phillip Pullman
- Zahrah the Windseeker by Nnedi Okorafor
- Rooftoppers by Katherine Rundell
- Sabriel (Abhorsen Trilogy) by Garth Nix
If you like unusual stories, try:

The Graveyard Book by Neil Gaiman
Tales from the Inner City by Shaun Tan
The Hitchhiker’s Guide to the Galaxy by Douglas Adams
Everything Everything by Nicola Yoon

If you like mathematics and science, try:

Stronger Than Steel: Spider Silk DNA and the Quest for Better Bulletproof Vests, Sutures, and Parachute Rope by Bridget Heos
Eruption! Volcanoes and the Science of Saving Lives by Elizabeth Rusch
The Elephant Scientist by Caitlin O’Connell and Donna M. Jackson
Do Try this at Home by Jon Milton
Murderous Maths by Kjartan Poskitt
The Number Devil: A Mathematical Adventure by Hans Magnus Enzensberger

If you like real life stories and history, try:

Malala's Magic Pencil by Malala Yousafzai
The Diary of Anne Frank by Anne Frank
Politics for Beginners by Alex Frith, Rosie Hore and Louie Stowell
Fantastically Great Women Who Changed the World by Kate Pankhurst
Survivors by David Long
Secondary school can be incredibly rewarding, but it is also challenging. At Ark Alexandra we have high expectations of all our students as we want you all to be happy and successful learners. To be successful learners, we all need to have healthy lifestyles. Research shows that regular physical exercise, sufficient sleep and a balanced diet boosts your brain power, resilience and concentration.

Below are our top tips for creating a routine for success:

- Packing your bag with equipment and homework the night before to ensure that you do not leave in a rush.

- Setting your alarm in time to have a healthy breakfast before leaving for school e.g. yoghurt and fruit, porridge, toast and peanut butter, or in time to arrive at school in time for the free breakfast.

- Creating a timetable of weekly after school activities including homework, socialising and physical activity e.g. playing sport, riding your bike with your friends, walking the dog, to ensure that you complete your homework, pursue your passions and have time to relax and enjoy yourself.

- Eating regular balanced meals; the NHS website, futurechef.uk and foodafactforlife.org.uk are great sources of inspiration for cooking and eating.

- Eliminating screen time in the hour before you go to bed; scientists claim that the blue light emitted by screens reduce the duration and quality of your sleep.

- Having a set bedtime, ideally no later than 10pm, with clear wind-down routine which could include a walk, a bath, writing tomorrow’s ‘to do list’, reading, and ensuring your bedroom is dark and cool.
Our address is:

**Ark Alexandra Academy**
Helenswood Campus
The Ridge
St. Leonards-on-Sea
East Sussex
TN37 7PS

Our telephone number is: 01424 439888

Our email address is: info@arkalexandra.org

Our website contains lots of information about the school, links to learning resources and much more. Please visit [www.arkalexandra.org](http://www.arkalexandra.org).