



Family Handbook

2024 - 2025

Updated: July 2024

Headteacher's Introduction

Dear Parent/Carer,

We deeply value the partnership between parents/carers and our school, as it plays a vital role in fostering the growth and development of your child into an outstanding citizen. This family handbook serves as a tool for us to collaborate and support your child's journey at Our Arena, aligning with our CORE values of collaboration, opportunity, respect, and excellence.

Within this handbook, you will find comprehensive information about our standards and expectations, available support for your child, their curriculum, and ways in which you can assist them in their studies. You can access a copy of the document on our website here: [Parents and Carers - Arena Academy \(corearena.academy\)](https://www.corearena.academy/parents-and-carers)

Rest assured, we will promptly notify you of any updates. We encourage you to regularly visit our school website, which serves as a valuable resource containing all the necessary information you may need: <https://www.corearena.academy/>.

We sincerely hope that this family handbook equips you with the essential knowledge to support your child effectively. However, if you require any further information, please do not hesitate to contact the school.

Yours sincerely,



Mr R Mann

Headteacher

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Timings of the school day

All students will attend school by 08:35 each day and enter by Arena Central doors. All students will have break and lunch time at the same time, the use of the Astro Turf will be on a rota to allow for safe use of this space. Year 7 students will start lunch slightly earlier at 1.15pm. There will also be opportunities for extracurricular activities at social time. Students will have 5 x 1hour lessons each day, the school day ends at 3.10pm.

Timings	Activity
8:35am – 9:00am	Registration
9:00am – 10:00am	Period 1
10:00am – 11:00am	Period 2
11:00am – 11:25am	BREAK inc. Line up
11:25am – 12:25pm	Period 3
12:25pm – 1:25pm	Period 4
1:25pm – 2:10pm	LUNCH – inc. Line up <i>Year 7 start Lunch at 1:20pm</i>
2:10pm – 3:10pm	Period 5

Guided Reading Time

For the first 10 minutes of period 5, students are required to engage in Guided Reading Time (GRT) using the Day [Home - The Day](#). GRT involves the class teacher reading a pre-arranged age-appropriate text/article that is relevant to the topic or lesson that is being delivered.

School Breakfast

Free Breakfast is provided for all students from 8:25 to 8:35 in the canteen.



What: Free Toast and Tea

Where: In the canteen

When: 8:20 to 8:35am

For more information about the food we offer, please click here: <https://www.corearena.academy/school-life/lunch-menus/>.

Line ups

To enable students to enter school following lunch and break time and arrive to lessons with the attitude to start learning, Year 7, 8, 9 and 10 students will line up on the playground at the end of break and lunchtime. This practice helps to ensure a calm and orderly environment following these busy periods.



Form Time

Form time is from 8:35 to 9:00am. Every year group has an assembly once a week in the hall. During Form time students take part in a variety of activities as detailed below. In addition, each student will have an individual academic mentoring meeting. During this meeting, students will discuss their academic progress and any support they require in order to achieve their potential. Students also take part in peer tutoring/mentoring during form time in Arena Central.

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
YEAR 7	Conduct Cup Review and Praise	Article of the Week	The Day: Current Affairs and Reading	Numeracy Ninjas	Assembly and Academic Mentoring
YEAR 8	The Day: Current Affairs and Reading	Article of the Week	Numeracy Ninjas	Assembly and Academic Mentoring	Conduct Cup Review and Praise
YEAR 9	Numeracy Ninjas	Article of the Week	Assembly and Academic Mentoring	The Day: Current Affairs and Reading	Conduct Cup Review and Praise
YEAR 10	Retrieval Masterclass	Assembly and Academic Mentoring	Retrieval Masterclasses	Reading and Retrieval Masterclasses	Conduct Cup Review and Praise
YEAR 11	Assembly and Academic Mentoring	Retrieval Masterclasses	Retrieval Masterclasses	Retrieval Masterclasses	Reading and Retrieval Masterclasses

Attendance to school – Everyone’s Responsibility

- School attendance is mandatory. As a parent or carer, you have a responsibility to ensure that your child attends regularly.
- We record attendance as legally required and following attendance procedures outlined by Birmingham Local Authority. Please use this link to access Birmingham Local Authority Guidance for parents in terms of school attendance:
https://www.birmingham.gov.uk/info/20014/schools_and_learning/1502/school_attendance_advice_for_parents
- The availability to issue sanctions, including fixed penalty notices in line with local authorities’ codes of conduct.

If your child is unwell, or for any other reason is unable to attend school, please contact school on **0121 729 7310**, this phone call needs to be made before 8.35am, there is an option to leave an absence message by choosing the attendance option on the school voicemail, please state your child's name and form group, as well as the reason for absence.

ATTENDANCE

Everyone’s Responsibility

Days absent in a year	Weeks absent in a year	Lessons missed in a year
9 days	2 weeks	50 lessons
19 days	4 weeks (1 Month!)	100 lessons
Miss 19 days or more - Persistent Absentee (PA) Possible fines and court action		
29 days	6 weeks	150 lessons
38 days	8 weeks (2 Months!)	200 lessons
48 days	10 weeks	250 lessons
57 days	11.5 weeks	290 lessons

Miss 19 days or more
Drastic effect on academic achievement

Miss 5 - 18 days
Cause for Concern

Miss 0 days
Excellent!

There are **175 non-school days** in a year. That’s plenty of time for holidays, shopping and appointments

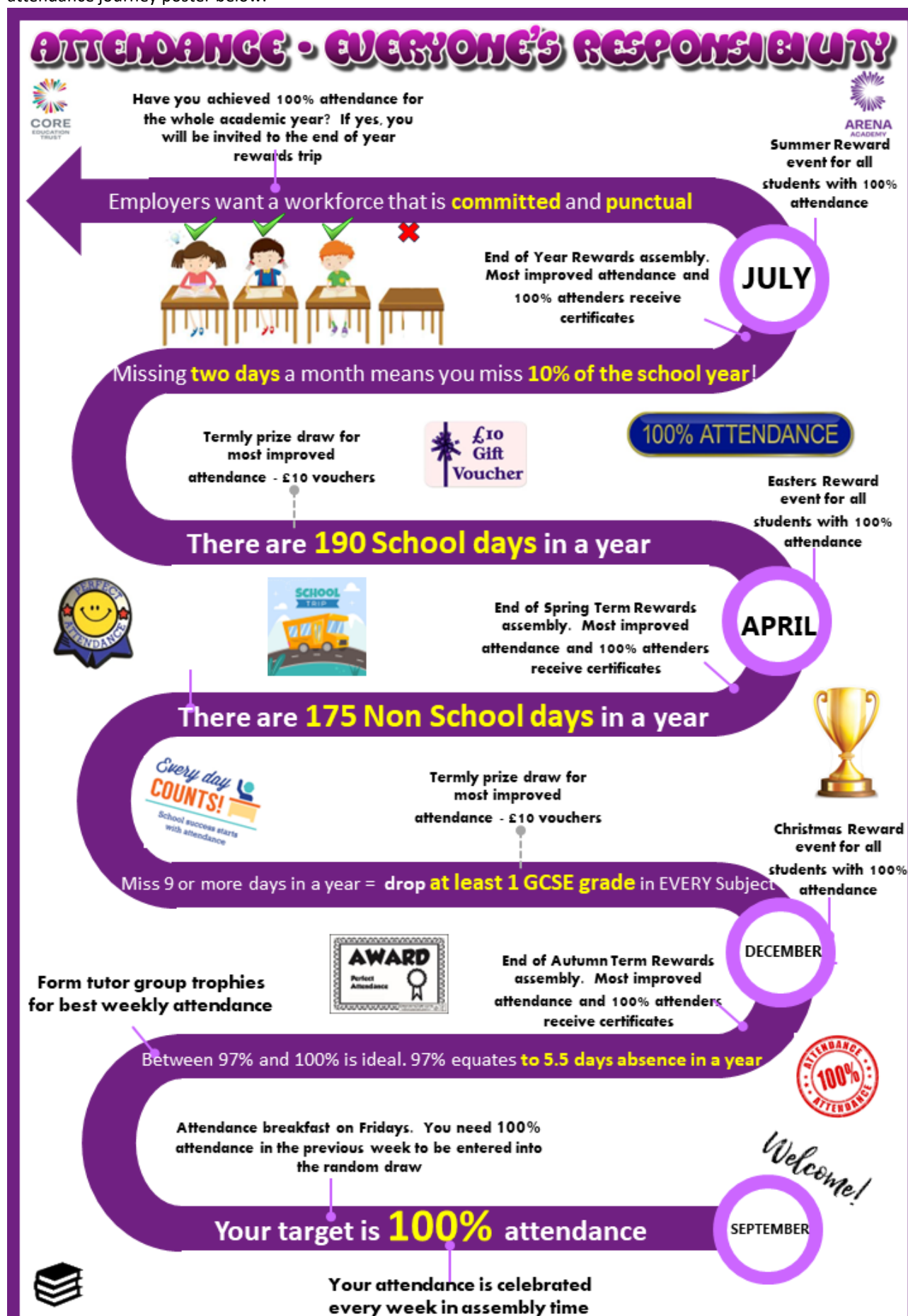
Miss 9 days in a year = on average, **drop at least 1 GCSE grade** in EVERY Subject



At the start of every half term, all Parents/Carers are sent a text message detailing how many days your child missed in the previous term (if any). All students are given an attendance letter at the start of each half term informing them how many days missed in the previous term (if any)

Attendance rewards

Students who attend 100% of the time or who have significantly improved their attendance will receive rewards. Please the attendance journey poster below.



Students who are late to school

At our Arena, we set high expectations for our students, including arriving on time to school so they are ready to learn. If a student arrives after 8:35am, they are classed as late. Late students will make their way to the hub area and a senior leader will be there to meet them and guide them to the lates room. In the late room, the student will be given a reflection sheet to complete, which will help them understand why punctuality is so important and how they can improve it. Our dedicated staff members will also work with the student to give them strategies to help them arrive on time in the future. We believe that when students take responsibility for their learning and behaviour, they are more likely to succeed. Students who arrive to school after 8.35 but before the central register closes will complete a same-day reflection. Students arriving after the central register closes will be issued a 60-minute reflection on the same day. Absolutely, we understand that sometimes unforeseen circumstances can make students late for school. If you know that your child will be late due to a valid reason, please do let us know and we will work with you to make sure your child is supported.

Punctuality to lessons – On Time, Every Time

All students have 5 minutes to make their way to lessons.



There are large digital clocks installed around the school so students are on time to lessons.



Leaving School at the end of the day

Students will usually be dismissed at 3:10pm unless involved in extra-curricular activities or after school reflections. When leaving school students should:

- Wear school uniform

Respect the local community and give a positive impression of themselves and Arena Academy by acting safely and respectfully to all.

- Travel home as quickly as possible and not loiter (especially around the shops in the local area)

- Be safe when crossing roads and use the 'Green Cross Code'.
- We are part of a 'Step Together' programme which means there will be adults in the local community supporting students as they walk home from school.

School uniform

Individual uniform requirements are detailed on our school website here [Uniform & Equipment - Arena Academy \(corearena.academy\)](https://corearena.academy/Uniform%20&%20Equipment). Support for families with regards to uniform are considered on an individual basis, please contact Katie Guest, Assistant Headteacher by emailing kguest@corearena.academy.

Students will attend school in full uniform every day and bring PE kit on the day that they do PE. Timetables will be issued to students on their first day in September, so that they know when their PE lessons are. **We will provide all students with all branded items of uniform free of charge.**

READY
1. We always wear correct uniform at all times

School Trousers

Trousers should be plain dark grey (charcoal)
Not black or light grey trousers
No skinny or tight-fitting trousers, jersey material or jeans





Acceptable



Unacceptable





READY
1. We always wear correct uniform at all times

School Skirts

Plain grey skirt – not too tight or short

Skirt must be at least knee length

Skirt must be appropriate fit and not jersey material



ARENA
ACADEMY



Acceptable



Unacceptable



READY
1. We always wear correct uniform at all times

School Shoes

No trainers, shoes with logos, boots, sliders, crocs or sliders



ARENA
ACADEMY



Acceptable



Unacceptable





Our School Uniform



Headscarf (optional)

- Plain navy blue or black

Blazer

- Navy blue jacket with school logo
- Must be worn when walking around the building (can be taken off in classrooms with staff permission)

Jumper (optional)

- Plain grey V-necked jumper (no logo)

Skirt/Trousers

- Plain grey skirt or trousers (not too tight)
- Skirt must be at least knee length
- Skirt must be appropriate fit and not be jersey material
- No leggings

Shoes

- Smart plain black shoes
- No trainer style shoes

Uniform must be worn correctly, including on the journey to and from school

Shirt must be tucked in at all times

No hooded tops

No coats/jackets, hats, scarves or gloves on inside of the building

Students not wearing the correct uniform will be sanctioned, in line with our behaviour policy

Shirt & Tie

- Light blue shirt with top button done up at all times
- Tie must be waist length

Trousers

- Plain grey trousers
- No skinny fit trousers or jeans

Accessories & Jewellery

- 2 pairs of studs, sleepers or small earrings are allowed
- 1 simple small ring is allowed
- 1 discreet nose stud is allowed
- No heavy makeup (must be discreet)
- Nails allowed to be painted one colour (nail extensions are not allowed)



Uniform infringements

If students attend school with incorrect uniform:

1. An alternative item of uniform will be offered to your child, where possible.
2. You will be contacted to bring an alternative item into school or,
3. If option 1 and 2 aren't possible, your child will be sent home to resolve the uniform infringement.
4. All students at the academy are clear about the uniform expectations. Students not meeting the uniform expectations will be issued with a 30 minute reflection.

PE Kit

All students must bring their full PE kit to every PE lesson. If your child is ill or injured, they must still bring their full PE kit along with a note from their parent/carer. Your child will be given an alternative role within the lesson.

In colder weathers, students are not permitted to wear coats, hoodies, hats, scarves or gloves within their PE lessons. However, we do allow plain black leggings/underlayers to be worn **under** their PE kit.

If students do not bring their PE kit to lesson, they will be issued with a 30-minute reflection. This sanction will escalate if this repeatedly happens.

Year 6 to 7 Transition

The transition from primary to secondary school is an exciting time, full of challenges and experiences for both parent and child. We work very hard to ensure maximum success for all our students so they are ready for the challenges of high school, enjoying new friendships and the new opportunities high school brings. To help all pupils prepare for this change and to make the move to Year 7 successful, we have held Induction days and a Summer School. For further information on Year 6 to Year 7 transition please visit our microsite which contains all essential transition information. [Admissions - Arena Academy \(corearena.academy\)](http://corearena.academy/admissions)

Summer School is running from 22nd July – 26th July for all year 6 to 7 students, please see poster below for further information and how to sign your child up for their free place.



The poster is a vibrant, colorful flyer for Arena Academy's Summer School. It features a large group photo of Year 6 and 7 students cheering in the background. The title 'ARENA'S SUMMER SCHOOL' is prominently displayed in white text on a pink circular background. Below the title, there are three circular icons: a paper plane, a rainbow, and a school building. Each icon is associated with a specific activity: 'BUILD FRIENDSHIPS' (Make friends with students who may be in your form or classes in September), 'GET TO KNOW 'OUR ARENA'' (Games and activities to help you learn more about our school), and 'RANGE OF ACTIVITIES' (Enjoy sessions delivered by Arena Academy teachers, including sports). At the bottom, the text 'ARENA ACADEMY 22nd - 26th July' is written in white and orange. Below this, there is a QR code and a sign-up button. The poster also includes a note about bringing a packed lunch and a drink, and a contact email for Mrs Guest. The website URL 'WWW.COREARENA.ACADEMY /YEAR-6-7-TRANSITION' is provided at the bottom right.

ARENA'S SUMMER SCHOOL

BUILD FRIENDSHIPS
Make friends with students who may be in your form or classes in September

GET TO KNOW 'OUR ARENA'
Games and activities to help you learn more about our school

RANGE OF ACTIVITIES
Enjoy sessions delivered by Arena Academy teachers, including sports

ARENA ACADEMY 22nd - 26th July

We ask that all children bring a packed lunch and a drink with them - if you require a free school meal then please contact Mrs Guest: kguest@corearena.academy
Children should wear comfortable, weather appropriate clothing and bring sun cream, if necessary.
Please ensure that your child has any necessary medication that is clearly labelled.

SIGN UP TODAY Scan the QR code!

GO TO OUR WEBSITE [WWW.COREARENA.ACADEMY /YEAR-6-7-TRANSITION](http://WWW.COREARENA.ACADEMY/YEAR-6-7-TRANSITION)

Made with PosterMyWall.com

Here are some top tips for pupils joining us in Year 7

- Buy an alarm clock or set an alarm on your phone. School starts at 8:35am and the main doors open at 8:25am.
- Always eat some breakfast (or you can have free breakfast at school), even if you feel nervous.
- Work out your route to school, whether you're walking or taking public transport. Practise until you're confident and time yourself. Also, make sure you have an alternative route in case of problems with transport or people you want to avoid. If it helps, draw a map.
- Buy a very big and strong bag. You will have loads to carry. And that's not counting the days when you'll have your PE kit.
- If you can, find a friend to walk with on your first day. Things won't seem so daunting if you can travel with someone.
- Be prepared to just 'hang out' at break and lunchtime or you can join in CORE Sports.
- Don't call it 'playtime' – it's 'break' now.
- Work out how you'll be paying for your lunch –make sure you're topped up for your first day.
- Find out where the toilets are.
- Make sure you turn your mobile phone off and put it in your bag during school time.
- When you are given your timetable, make at least three copies: one for your bag, one for your pocket and a spare for home.
- Be organised. When you are given your student planner, use it to write down your homework – when there is so much going on, it's easy to forget.
- Go through your timetable and pack your bag the night before – there's never time in the morning to find your maths book.
- Never be afraid to ask for help if you're not sure where to go.
- At lesson changeover, stick with someone who knows where they're going. And don't try to go against the flow of traffic.
- Relax and try to enjoy it – in no time at all, it'll seem like you've been there forever. This time next year, you'll be showing the new intake around the school.

Student Planners

Every student at Arena Academy will receive a Student Planner on their first day in the Autumn Term. This academic year, student planners will be optional. We encourage all students to carry and use their planner so that they can:

- Write down necessary details about their homework
- Make a note of key dates for the upcoming term
- Write down reminders given by staff members i.e. bringing letters, equipment or other items into school
- Effectively organise themselves for their school day and ensure that they are Ready to learn.

Term Dates 2024 – 2025

AUTUMN TERM 2024

Term Starts: Wednesday 4th September 2024

Half Term: Monday 28th October 2024 to Friday 1st November 2024

Term Ends: Friday 20th December 2024

STAFF PROFESSIONAL DEVELOPMENT DAYS: Monday 2nd September 2024, Tuesday 3rd September 2024 + Monday 11th November 2024

SPRING TERM 2025

Term Starts: Tuesday 7th January 2025

Half Term: Monday 17th February 2025 to Friday 21st February 2025

Term Ends: Friday 11th April 2025

STAFF PROFESSIONAL DEVELOPMENT DAYS: Monday 6th January 2025

SUMMER TERM 2025

Term Starts: Monday 28th April 2025

Half Term: Monday 26th May 2025 to Friday 30th May 2025

Term Ends: Monday 21st July 2025 (disaggregated for teaching staff)

STAFF PROFESSIONAL DEVELOPMENT DAYS: Monday 21st July 2025

Contact information

Heads of Year and Year Group Coordinators		
Year 7	Head of Year 7: Miss Van Deventer Year 7 Group Coordinator: Mr Taylor	Lvandeventer@corearena.academy BTaylor@corearena.academy
Year 8	Head of Year 8: Mr Ali Year 8 Group Coordinator: Mr King	Skali@corearena.academy CKing@corearena.academy
Year 9	Head of Year 9: Miss Ives Year 9 Group Coordinator: Mr Daley	Hives@corearena.academy BDaley@corearena.academy
Year 10	Head of Year 10: Mr Stephens Year 10 Group Coordinator: Mrs Dowling	Astephens@corearena.academy DDowling@corearena.academy
Year 11	Head of Year 11: Ms Taj Year 11 Group Coordinator: Ms Badhan	STaj@corearena.academy PBadhan@corearena.academy

Heads of Department/subject areas		
English	Ms M Khatun	MKhatun@corearena.academy
Maths	Ms K Blackwood	KBlackwood@corearena.academy
Science	Mr Levy	CLevy@corearena.academy
Head of MFL	Dr Savage	DSavage@corearena.academy
Head of History	Mr Hart	DHart@corearena.academy
Head of Geography	Ms Laurent	JLaurent@corearena.academy
Head of RE/Social Sciences	Mr Bradley	RBradley@corearena.academy
Head of PE	Ms S Allen	SAllen@corearena.academy
Head of Vocational	Ms Joyce	KJoyce@corearena.academy
Head of Computing & Business	Mr Kerra	JKerra@corearena.academy
Head of Business	Mrs Bains	habains@corearena.academy
Head of Visual Art & Design	Ms Freeman	LFreeman@corearena.academy

Other Useful Contacts		
Attendance	Mrs Westwood	DWestwood@corearena.academy
Safeguarding	Mrs Kilroy Miss Campbell-Williams	CKilroy@corearena.academy DCampbell-Williams@corearena.academy
Parents Evenings	Mr Afzal	SAfzal@corearena.academy
Reading	Ms M Khatun	MKhatun@corearena.academy
Careers	Mrs Guest	CKilroy@corearena.academy
Admissions	Ms K Bhamra	KBhamra@corearena.academy
SENCo	Mr Ahmed	Aahmed@corearena.academy
Deputy SENDCo/ Medical Needs	Mrs Swann	HSwann@corearena.academy

Form Tutors 2024-25

YEAR 7	HEAD OF YEAR 7	Miss van Deventer			
	Year Co-ordinator	Mr Taylor	Additional staff		
	SLT Link	Mrs Curtis	Form		Room
	Form Tutors	Miss Haro Fernandez	7AHF		8
		Miss Ivanova	7AIV		1
		Mrs Swann	7HSW		11
		Mr Amos	7LAM		16
		Mr Karra	7JKA		2
		Miss Kanwal	7JKL		5
YEAR 8	HEAD OF YEAR 8	Mr Ali			
	Year Co-ordinator	Mr King	Additional staff		
	SLT Link	Mrs Guest	Form		Room
	Form Tutors	Mr Rahman	8ARA		138
		Miss Fletcher-Fields	8SFL		143
		Ms Lawson	8SLA		9
		Mr Crawford	8DCF		142
		Miss Alam	8TAL		6
		Miss McKenzie	8DMK	(8HSI)	22
YEAR 9	HEAD OF YEAR 9	Miss Ives			
	Year Co-ordinator	Mr Daley	Additional staff		DSV
	SLT Link	Mr Malik	Form		Room
	Form Tutors	Miss Allen	9SLN		28
		Miss Yesmin (Mon-Thu) and Mrs Sayed (Fri)	9NYE		25
		Miss Hazem	9AHZ	(CC)	32
		Mr Remzi	9NRE	(SHU)	Hub 2
		Mr Joyce	9BJE		145
		Mrs Dowe	9SDW	(AHZ)	20
		Miss Dad	9JDA		14

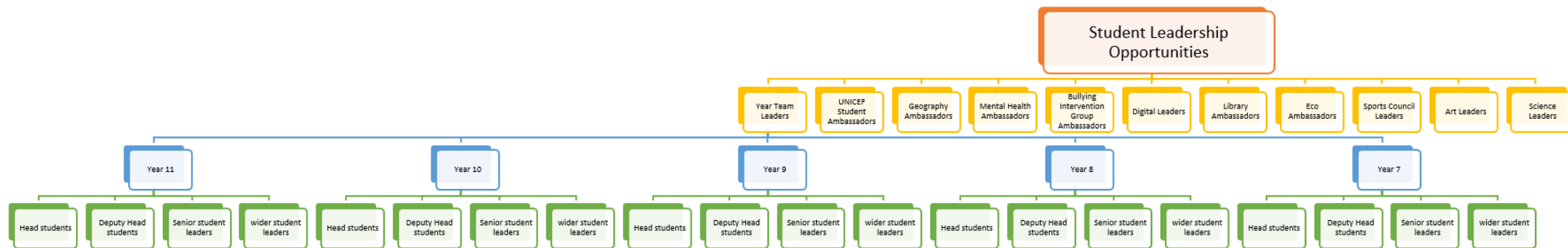
		Mrs Chowdhury	9WCH		33
YEAR 10	HEAD OF YEAR 10	Mr Stephens			
	Year Co-ordinator	Mrs Dowling	Additional staff	RBD	
	SLT Link	Mrs Kilroy	Form	Room	
	Form Tutors	Mrs Rowles	10KRW		15
		Mr Singh	10HSI	(9DMK)	140
		Mr Singh	10RSI		31
		Mr Miah	10RMI	(9DSA)	137
		Miss Laurent	10JLA		146
		Mr Hart	10DH		27
		Mrs Bangar (Mon, Tue and Wed) and Miss Hussain (Thu and Fri)	10RBA		12
YEAR 11	HEAD OF YEAR 11	Mrs Taj			
	Year Co-ordinator	Mrs Badhan	Additional staff	LFR	
	SLT Links	Mr Afzal & Miss Campbell-Williams	Form	Room	
	Form Tutors	Mr Levy	11CLY		139
		Miss Darr	11SDA		141
		Mrs Blackwood	11KBL		30
		Ms Gogna	11PGO		34
		Mr Zs	11DZS		24
		Mrs Khatun	11MKH		26
		Mrs Bains	11HBA		35
		Miss Manning	11MMG		13
		Mr Skidmore	11GSK		10
		Mrs Joyce	11KJO		29

Student Council and Student Leadership

The student council meets once every half-term to discuss ongoing issues and forthcoming events. Each form is represented by two student members. Following year group council meetings, the whole school council meets to decide the plan of action moving forwards. Students are encouraged to share ideas or ways we can improve the Academy through their form group representatives.

Some of the numerous leadership opportunities available for your child to apply for throughout the year can be found below.

Student leadership opportunities include library ambassador, art leaders, anti-bullying committee and UNICEF ambassadors. Students should speak to their Head of Year and Head of Subjects to see what further opportunities are available.



School Library

Our Library is open every break, lunch and after school.



A colorful poster for the Arena Academy Library. The poster features the Arena Academy logo in the top left, a central title 'ARENA LIBRARY' with a decorative flourish, and various sections detailing library offerings, opening times, genres, and a student testimonial. Illustrations include a rainbow, books, and a student reading.

ARENA ACADEMY

WHAT WE OFFER:

- ACCESS TO THE LATEST NEW BOOKS
- BOOKS TO SUPPORT YOUR LEARNING
- A 'CALM SPACE' WITH FRIENDS
- COMPUTER ACCESS
- BOARD GAMES!

WEEKLY BOOK CLUB!

ARENA LIBRARY

OPENING TIMES:
Break: 11:00am – 11:20am
Lunch: 1:25pm – 2:00pm
Please visit Ms. Fellows in the library to know more.

OUR GENRES:

- Teen Fiction
- Humour
- Romance/ LGBTQ+
- Fantasy
- Horror
- Short Stories
- Classics
- Historical Fiction & more!

'This library has helped me express myself, and not hide who I am. Everyone is lovely and respectful. It is my safe space.'
-Arena Academy student.



School Outdoor Gym

Students can use the outdoor gym at break and lunch times.



Catering




Our Catering supplier is Mellors. Mellors are an award-winning family business that was established in 1840 as a local bakery, and is now the first choice caterer for schools and colleges.

To add funds to our ParentPay system, please click this link:

<https://www.parentpay.com/public/client/security/>

In addition to the menus below sandwiches, baguettes, fruit, cookies, cakes and drinks will all be available. Cold food will also be available at break time. We will often survey our students to get their feedback about the food we offer and change/adapt accordingly. Our three-week menu is given below:

Week 1	Monday	Tuesday	Wednesday	Thursday	Friday
Main Dish	Vegetarian Sausage, Onion Gravy with New Potatoes VE	Cajun Chicken Fajitas with Wedges & Sour Cream	Roast Meat of the Day Crispy Roast Potatoes and Gravy	Coconut Chicken Curry with Rice & Naan Bread	Crispy Battered Fish with Chunky Chips
Vegetarian Main Dish	Vegetable Tikka Masala with Pilau Rice and Cucumber Raita	Cajun Vegan Fillet Fajitas with Wedges & Sour Cream VE	Cheesy Potato and Leek Pie Served with Crispy Roast Potatoes	Aubergine And Chickpea Dhansak, With Rice VE	Falafel & Cous Cous, Crunchy Slaw and Chunky Chips
Accompaniments	Roasted Root Vegetables & Fresh Salad	Garden Peas and Sweetcorn & Fresh Salad	Steamed Carrots and Broccoli & Fresh Salad	Green Beans and Sweetcorn & Fresh Salad	Garden Peas & Crisp Mixed Salad
Hot Handheld Special	Mixed Vegetable Pizza	Hot Chicken Wraps with Mixed Salad	Veggie Finger Baps VE	Crispy Chicken & Folded Naan	BBQ Chicken Pizza
Grab & Go	Spicy Tomato Pasta Pot	Crispy Chicken with Sweet Chilli Noodles	Flavoured Chicken Leg with Spicy Rice	Chicken Wings with Wedges	Hot Dog & Onions
Jacket Potato	Grated Cheese Or Baked Beans With Salad	Coleslaw Or Baked Beans With Salad	Tuna Mayo Or Grated Cheese With Salad	Baked Beans Or Cheesy Coleslaw With Salad	Tuna Mayo Or Grated Cheese With Salad
Dessert	Syrup Sponge and Custard & Selection Of Home Bakes	Eton Mess & Selection Of Home Bakes	Apple Crumble With Custard & Selection Of Home Bakes	Carrot Cake & Selection Of Home Bakes	Fruity Flapjack & Selection Of Home Bakes
All Main Dish/ Vegetarian Main Dish Are £1.70 Individually Priced Or £2.30 For A Meal Deal (Main Dish/ Vegetarian Main Dish + Tray Bake Or Hot Pudding + Small Water OR Main Dish/ Vegetarian Main Dish + Large Flavoured Water. Everything Else Is Individually Priced. Due To Supplier Issues Sometimes Menu Items Change From Time To Time.					

Week 2	Monday	Tuesday	Wednesday	Thursday	Friday
 Main Dish	Vegetarian Sausage And Bean Gratin With Garlic And Herb Potatoes VE	Beef Bolognaise Pasta Bake With Herby Baked Bread	Roast of The Day and Gravy Served With Creamy Mash Potato	 Katsu Chicken With Noodles Or Fried Rice's	Crispy Battered Fish Goujons With Chunky Chips
Vegetarian Main Dish	Cheese And Broccoli Frittata Garlic And Herb Potatoes	Vegetarian Meat Balls In Tomato Sauce With Pasta VE	Roasted Quorn Fillet And Gravy Served With New Potatoes VE	Katsu Vegan Fillet With Noodles Or Fried Rice VE	Mexican Quorn Burrito With Homemade Salsa VE
 Accompagniments	Steamed Broccoli Carrots & Oven Baked Wedges Crisp Mixed Salad	Green Beans Roasted Courgettes & Chips Crisp Mixed Salad	Roasted Parsnips Sautéed Leeks & Oven Baked Wedges Crisp Mixed Salad	Garden Peas & Oven Baked Wedges Crisp Mixed Salad	Peas, Sweetcorn & Crisp Mixed Salad
Hot Handheld Special	Classic Margherita Pizza	Chicken Gyros In Wholemeal Pitta Bread, With Salad	Sweet Chilli Chicken & Salad Filled Folded Naan Bread	Chicken Burgers With Bombay Potatoes	Pepperoni Pizza
Grab & Go	Spicy Tomato Pasta Pot	Crispy Chicken With Sweet Chilli Noodles	Flavoured Chicken Leg With Spicy Rice	Chicken Wings With Wedges	Hot Dog & Onions
Jacket Potato	Grated Cheese Or Baked Beans With Salad	Tuna Mayo Or Grated Cheese With Salad	Coleslaw Or Baked Beans With Salad	Grated Cheese Or Tuna Sweetcorn With Salad	Baked Beans Or Cheesy Coleslaw With Salad
Dessert	Jam Sponge And Custard & Selection Of Home Bakes	Fruit Cake & Selection Of Home Bakes	Apple Pie And Custard & Selection Of Home Bakes	Chocolate Muffins & Selection Of Home Bakes	Chocolate Crunch & Selection Of Home Bakes
All Main Dish/ Vegetarian Main Dish Are £1.70 Individually Priced Or £2.30 For A Meal Deal (Main Dish/ Vegetarian Main Dish + Tray Bake Or Hot Pudding + Small Water Or Main Dish/ Vegetarian Main Dish + Large Flavoured Water. Everything Else Is Individually Priced. Due To Supplier Issues Sometimes Menu Items Change From Time To Time.					

Week 3	Monday	Tuesday	Wednesday	Thursday	Friday
Main Dish	Chinese Vegetable and Bean Noodles VE	BBQ Chicken & Cheese Melt with Wedges	Roast of The Day With Crispy Roast Potatoes	 Traditional Beef Lasagne with Crusty Garlic And Herb Bread	Fish Fingers Served With Chunky Chips
Vegetarian Main Dish	Mac & Cheese & Garlic Bread, Salad	Piri Piri Quorn Fillet with Lemon Couscous Homemade Tomato Salsa VE	Vegan Cottage Pie and Gravy and Crispy Roast Potatoes VE	Quorn And Vegetable Lasagne with Crusty Garlic And Herb Bread	Spiced Vegetable Jambalaya VE
 Accompagniments	Mediterranean Vegetables And Crisp Mixed Salad	Spring Greens & Carrot Batons And Crisp Mixed Salad	Steamed Cauliflower & Broccoli And Crisp Mixed Salad	Green Beans & Sweetcorn And Crisp Mixed Salad	Garden Peas & Baked Beans And Crisp Mixed Salad
Hot Handheld Special	Veggie Quarter Pounds with Baked Wedges	Hot Panini	Greek Chicken Souvlaki in A Warm Pitta With Salad	BBQ Chicken Pizza	Chicken Wrap with Salad
Grab & go	Spicy Tomato Pasta Pot	Crispy Chicken with Sweet Chilli Noodles	Flavoured Chicken Leg with Spicy Rice	Chicken Wings with Wedges	Hot Dog & Onions
Jacket Potato	Baked Beans Or Cheesy Coleslaw With Salad	Tuna Mayo Or Grated Cheese With Salad	Baked Beans Or Grated Cheese With Salad	Coleslaw Or Baked Beans With Salad	Grated Cheese Or Tuna Sweetcorn With Salad
Dessert	Gingerbread Cake and Custard & Selection Of Home Bakes	Muffin & Selection Of Home Bakes	Chocolate Sponge and Custard & Selection Of Home Bakes	Iced Lemon Sponge & Selection Of Home Bakes	Shortbread & Selection Of Home Bakes
All Main Dish/ Vegetarian Main Dish Are £1.70 Individually Priced Or £2.40 For A Meal Deal (Main Dish/ Vegetarian Main Dish + Tray Bake Or Hot Pudding + Small Water Or Main Dish/ Vegetarian Main Dish + Large Flavoured Water. Everything Else Is Individually Priced. Due To Supplier Issues Sometimes Menu Items Change From Time To Time.					

Please note: To encourage a healthy mindset and lifestyle, we do not allow any sugary fizzy drinks at school. We encourage our students to drink water throughout the day. We have water dispensers available throughout the school.

No child will ever be refused food, there will always be food available at lunch, however, whilst Mellor's make every effort to ensure all students have access to the full offer available there are, occasionally, times where this may not be the case e.g., at the very end of service. If your child does not have sufficient credit to purchase food Mellor's will ensure, they are given food, however the Head of Year or Year Group Co-Ordinator may contact you to discuss any arrears accrued.

CONDUCT IN THE CANTEEN

We line up, one behind the other
and wait if at the front of the queue



We remain seated when eating



We clear up after ourselves



We always respect our canteen staff



We never take hot food out of the canteen



Serving Stations at Lunch and Break

There are 4 serving stations available to all students at break and lunch.

English Area



Playground Pod



Canteen



Litter

Please use the bins provided to put your rubbish in. Every break and lunch time student leaders walk around the site and carry out litter picking duties. If students are seen littering, it will result in a 30-minute reflection. If students are seen to be picking up litter, they will be given a CORE point.



Support for Students and families

As parents and carers, you may need to look for additional support for your children. Please see below some useful links and numbers you can access.

You can also use the email for the Student Welfare Team – student.welfare@corearena.academy or contact one of the DSL's:

Mrs Kilroy – ckilroy@corearena.academy

Miss Campbell-Williams – dcampbell-williams@corearena.academy

Parents may wish to seek support for themselves from the following support agencies:

Childline	0800 1111
CASS Childrens Advice and Support Service	0121 3031888
Pause (Forward Thinking Birmingham)	www.forwardthinkingbirmingham.org.uk
Young Minds	https://youngminds.org.uk/
Papyrus (Suicide Prevention Charity)	0800 0684141 https://papyrus-uk.org/
CEOP Internet Safety	https://www.ceop.police.uk/safety-centre/
Chathealth – Birmingham and Sandwell All young people in Birmingham and Sandwell aged 11-19 can receive confidential support on physical and emotional wellbeing and hot teenage topics such as bullying and sexual health by sending a brief text message	07480 635485 – Birmingham & Sandwell
Kooth: A free, safe and anonymous online support for young people (11-19 years plus) available at all times at www.kooth.com . It includes accessing online counselling support. Monday-Friday: noon-10pm. Saturday and Sunday: 6pm – 10pm.	www.kooth.com
The BBC also has an excellent resource on protecting your mental health	www.bbc.co.uk/news/health-51873799
The Trussell Trust Foodbanks. We have links with these foodbanks and can issue vouchers to families who might need them.	https://www.trusselltrust
Forward Thinking Birmingham	0300 300 0099
Birmingham Waiting Room for all wellbeing resources linked to Birmingham and Solihull	Home Support Options in Birmingham and Solihull The Waiting Room (the-waitingroom.org)

Counselling service

For any mental health concerns, your child should speak to their year group coordinator in the first instance. We also have an onsite counsellor, please contact Danielle Campbell-Williams – DCampbell-Williams@corearena.academy or Claire Kilroy ckilroy@corearena.academy if you would like any further information.

SEND

We welcome all students from the local community and want to offer everyone the opportunity to receive an outstanding education. We are committed to working collaboratively with our school community to ensure that all of our students receive an education that is appropriate to their needs, promotes high standards, and the fulfilment of potential.

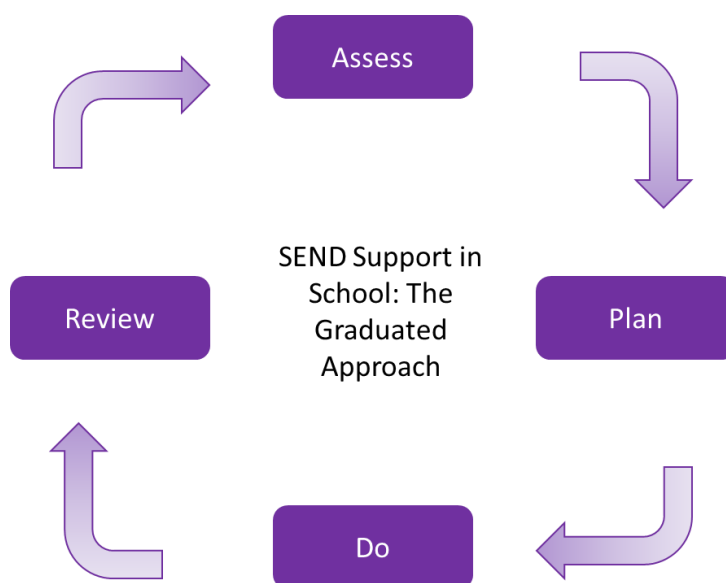
In creating an inclusive learning environment, our aim is that every child will:

- Achieve their best.
- Become confident individuals living fulfilling lives.
- Make a successful transition into adulthood, whether into employment, further or higher education or training.

All of our teachers receive appropriate training related to SEND and are ready to adapt their lessons to cater for your child's needs. The SENDCo at Arena Academy leads the SEND Team who are based in the SEND Hub. The SEND Team works together with all staff to provide the best possible support for all students.

Further information regarding the ways in which we support our students with Special Educational Needs and/or Disabilities (SEND), as well as useful information and resources on how to support young people with SEND in school and at home, is available on the SEND section of the school website: <https://www.corearena.academy/our-academy/send/>.

When a student is identified as having SEND, we use the four-stage process to ensure provision is put in place. This is known as the 'Graduated Approach' as outlined in the current Code of Practice.



Types of need and examples:




Cognition and Learning This is when a student may have difficulties with literacy and/or numeracy. They may have a specific learning difficulty such as dyslexia or dyscalculia.	Communication and Interaction This is when a student may have difficulty communicating with others. They may struggle with expressive or receptive language or may have a diagnosis of Autism.
Social, Emotional and Mental Health This includes a range of difficulties, which may be evident by anxious or emotional behaviour.	Sensory or Physical Needs This may be when a student has a disability which hinders them from accessing the facilities provided. This may include a visual, hearing or physical impairment.



If you have any feedback, or would like any further support, please do not hesitate to contact SENDCo Mr Ahmed

Behaviour expectations

In order to support students and staff in school and also to ensure the strict safety guidelines are adhered to, balanced with the need for all students to learn in an environment conducive to learning, we have briefed all staff on the key elements of the behaviour policy and will talk to students in September. Our Behaviour culture is underpinned by our 'code of conduct' following 3 principles of **Ready, Respectful, Safe:**

Our Code of Conduct

	<ol style="list-style-type: none">1. We always wear correct and smart uniform at all times2. We always have the right equipment for learning3. We always attend school and all lessons on time and follow our lesson routines4. We make the most of all opportunities for learning5. We always give 100% towards academic achievement
	<ol style="list-style-type: none">1. We speak and act respectfully to all, representing our school positively2. We use good manners, listen and speak politely at all times3. We keep the Academy tidy and litter free, only eating/drinking in certain spaces.4. We always follow all instructions 'first time; every time.'5. We show respect for Academy property and others' property in the school community.
	<ol style="list-style-type: none">1. We are always in the right place, doing the right thing at the right time2. We always walk quietly, calmly and purposefully3. We respect each other's personal space4. Our mobile phones are not seen or heard on site5. We report any concerns to an adult to resolve them together

Positive behaviour within the classroom

We understand that disruptive behaviour can hinder the learning of others, and we want to ensure that every student has the opportunity to excel in their studies. To this end, we have a Warn, Move and Remove system, which provides a clear and consistent approach to managing behaviour in the classroom. If a student is found to be disrupting the learning of others, we will give them a warning (also logged on Class Charts) and offer them the opportunity to correct their behaviour. If this behaviour continues, the student will be given a 30-minute reflection and moved to a different seat to help them refocus. If the behaviour persists, we will remove the student from the classroom, issue a 60-minute reflection and log onto class charts. We believe that this approach helps to create a sense of accountability and responsibility for their actions while also ensuring that our communication with parents is clear and transparent. After a student has been removed, a staff member will place the student in another classroom where they can continue with their work. If a student is removed from three lessons within a half term, we will issue them with a 100-minute reflection. If a student misses three 100-minute reflections, they will be suspended from the academy.

A pastoral staff member will have a supportive conversation with the student to help them make better choices in the future after the suspension. We want to emphasise that our goal is to create a learning environment where every student can learn away from disruptive behaviour, and we believe that this system will help us achieve this goal.

Classroom Sanctions Flowchart

WARN

Don't cross the Red Line

MOVE

*Moved to
another
seat and
**30 min
reflection***

REMOVE

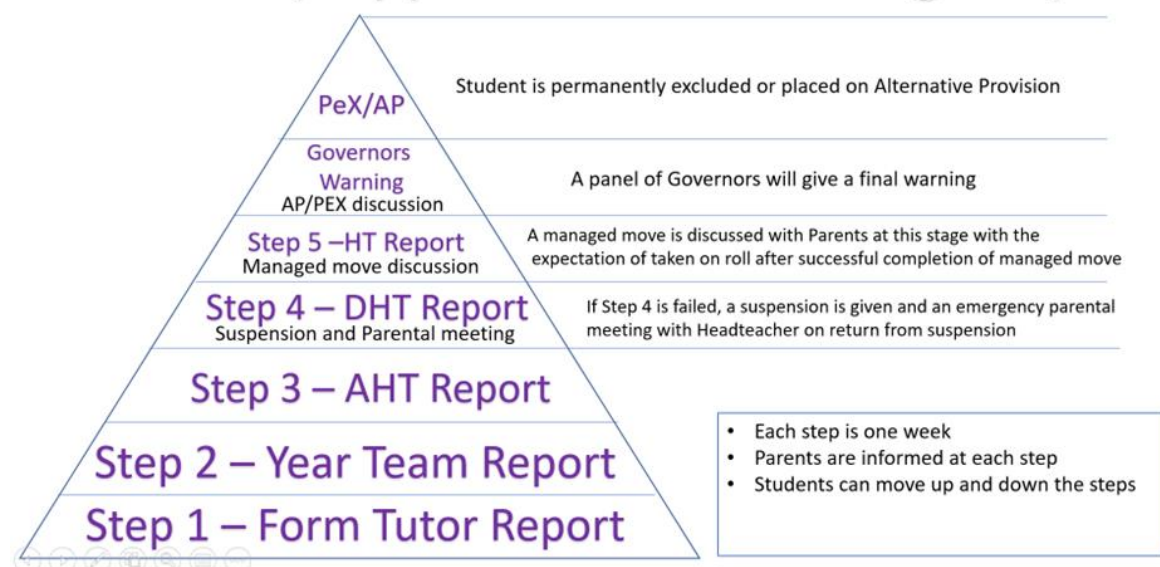
*Removed
from lesson,
**Phone call
home and
60 min
reflection***

Removal from 3 lessons in a half
term = **100 minute reflection**

Step Reports

In order to support students in adhering to the code of conduct, the STEP (Support to Ensure Progress) process allows for students to see the level of intervention they are on as well as the next steps up and the steps below. This is very clear for all students and allows for school and families to work together to support your children in school to make the right choices.

STEP (Support To Ensure Progress)



After School Reflections

At Our Arena, we believe in taking a restorative approach to behaviour management, which means that when a student makes a mistake, we work with them to help them learn from it and make better choices in the future. During a reflection, students will be given a reflection sheet to complete in silence. This will give them the opportunity to reflect on their actions and think about how they can improve their behaviour going forward. Students are expected to attend their reflections in almost all cases, but we may be able to make alternative arrangements for exceptional circumstances. Please let us know if there is an exceptional circumstance why your child cannot attend an after-school reflection.

The staff member who set the reflection will visit the hall and have a restorative conversation with the student, to help them understand the impact of their behaviour and to ensure that they are ready to make a fresh start when they return to class. If a student misses three reflections in a half term, we will issue them with a 100-minute reflection. If a student misses three 100 minute reflections in a half term they will be suspended from the academy. Pastoral staff member will have a supportive conversation with the student to help them make better choices in the future after the suspension. and parents/carers will be invited into school for a meeting to discuss the importance of your child attending their reflections. The Form Tutor will have a supportive conversation with the student to help them make better choices in the future after the suspension.

Reflections (detentions) are issued to students to allow them to reflect on their behaviour or conduct. Staff members who have issued the reflection or a member of the pastoral team will take the time to have a restorative conversation or complete a restorative activity with the student.

- 30-minute and 60-minute reflections take place every day after school. 100-minute reflections will be taking place after school on a Friday.
- All reflections are logged on Class Charts – this is how we inform parents/carers.
- After-school reflections will commence at 3:10pm in the hall.
- If a student misses a reflection without a valid reason, it will be upscaled.
- If a student demonstrates poor behaviour during an after-school reflection, they will be sent home and the reflection will be upscaled.
- If a child is issued a 30 minute or 60-minute reflection period 5, then they will undertake this reflection the following day.

Reflection Collection

Any student who has a reflection, will be collected at the end of their lesson period 5.

Break and lunch time reflections

A reflection room will also operate during break and lunchtimes – if students are not adhering to the Ready, Respectful, Safe Code of Conduct during these times, they will spend the remainder of their social time in the room. Student attendance in the reflection room will be tracked and if a student is withdrawn from social times three times in a half term, they will be issued with a 100 reflection.

During social times, students are welcome to utilise the canteen, quad area, playground, astroturf, outdoor gym, sports hall/gym and Arena Central. However, to ensure a peaceful learning environment for all, we request that students avoid designated 'no go zones' such as the Science, English, Maths, Hub, Design Technology, and PE areas unless they are participating in CORE Sports in the sports hall or gym. If a student is caught in a 'no go zone' during break or lunch, they will be taken to our lunch time reflections room, where a mentor will have a restorative conversation with them, and they will be required to stay in the room until the end of that period of social time.

Equipment

Every student will be given a free pencil case containing all the essential equipment they need for lessons. Students are required to bring their pencil case to school every day. Form tutors carry out daily checks on equipment, if a child does not bring their pencil case to school, they will be issued with a 30 minute reflection.



Rewards and Praise

Students in all year groups who are showing behaviour that is above and beyond will be rewarded with 'CORE points'. Please see below for our Rewards and Praise flowcharts.

Rewards Flowchart – For behaviour that is above and beyond

Reward type	How to achieve this reward	Other Information
CORE Points	Examples include: COLLABORATION Working well with others COLLABORATION Supporting the teacher throughout the lesson OPPORTUNITY Trying hard in your work OPPORTUNITY Positive attitude / enthusiasm RESPECT Respectful behaviour RESPECT Caring for others and the school environment EXCELLENCE Excellent progress made in your work EXCELLENCE Excellent presentation of work EXCELLENCE Excellent participation	CORE points will be recorded on Class Charts by the classroom teacher.
Postcards	Displaying positive <u>behaviour</u> and positive attitude towards learning on a consistent basis.	Postcards and phone calls home will be recorded on Class Charts
Phone call home		
Very Important Pupil (VIP)	Nomination from a staff member (one per staff member per week) for going above and beyond the school's expectations. Recipients will be entered into a half-termly raffle, within their year group, for a chance to win a voucher.	Winning prize (per year group) = £20 voucher Runner-Up prize (per year group) = £10 voucher Recipient with the most VIP nominations at the end of half-term will be invited for a Hot Chocolate with the Headteacher.
CORE Point Shop	Receiving CORE points	There will be different items available to purchase on Class Charts. The more expensive items will cost the most CORE points. Items purchased will not affect a student's CORE points running total.

Rewards Flowchart – For behaviour that is **above and beyond**

Reward type	How to achieve this reward	Other Information
Arena Award	Nomination from a staff member for applying any of the CORE points consistently.	<ul style="list-style-type: none"> - Logged on Class Charts - Praised during form time and assembly
Other Awards	For achieving 100 CORE Points = Bronze For achieving 150 CORE Points = Silver For achieving 200 CORE Points = Gold For achieving 250 CORE Points = Platinum	<ul style="list-style-type: none"> - Logged on Class Charts - Praised during form time and assembly
Hot Chocolate with the Headteacher	Nomination from a staff member for exceptional behaviour.	<ul style="list-style-type: none"> - Logged on Class Charts - Name and picture displayed on screens around school. - Meet with the Headteacher on Friday with a Hot Chocolate and treats.
Headteacher Award	Nomination from a staff member for exceptional behaviours that act as a role model for others.	<ul style="list-style-type: none"> - Logged on Class Charts - Name and picture displayed on screens. - Name and picture featured in Parent newsletter. Certificate with voucher
CORE Award	Collaboration - for completing a project or event with students from other CORE Schools Opportunity - for contributing positively to society on a community project outside school Respect - for exemplary acts/work of caring, sensitivity and kindness Excellence - for exceptional work in any context	<ul style="list-style-type: none"> - Logged on Class Charts - Name and picture displayed on screens. - CORE Badge - Students who achieve all four CORE Badges receive £100 voucher.

Recognition Boards in classrooms



















Every classroom has a recognition board installed. Any student who displays learning behaviours that go above and beyond, will have their name written on the recognition board and a CORE point issued.

CORE Points shop and Rewards fair

Students are able to use their CORE points to buy items from our CORE point shop. They can do this using the class charts app or they can visit our rewards fair in Arena central every half term.

Our CORE Points Shop

Cash in your CORE Points for items listed below at our Rewards Fair

 <p>Raffle Ticket A raffle ticket winner will be picked at random at the end of the school year! The prize = £100 voucher for a store of your choice!</p> <p>10 POINTS</p>	 <p>Donation to Charity 50p donation to the Birmingham Children's Hospital Charity</p> <p>20 POINTS</p>	 <p>Drink Voucher This voucher entitles you to 1 x drink from the canteen</p> <p>35 POINTS</p>	 <p>Traybake Voucher This voucher entitles you to 1 x traybake (cookie, flapjack or cake) from the canteen</p> <p>35 POINTS</p>	 <p>Waffle Voucher This voucher entitles you to 1 x waffle from the canteen</p> <p>35 POINTS</p>	 <p>Post-it Notes 350 pack of sticky notes</p> <p>40 POINTS</p>
 <p>Chips / Wedges Voucher This voucher entitles you to 1 x portion of chips or wedges from the canteen.</p> <p>45 POINTS</p>	 <p>Bag of Sweets Choose from Maoam Stripes or Joystix</p> <p>50 POINTS</p>	 <p>Highlighters 6 pack of highlighters</p> <p>50 POINTS</p>	 <p>Pizza Slice Voucher This voucher entitles you to 1 x pizza slice from the canteen</p> <p>50 POINTS</p>	 <p>Notebook A5 Notebook - four designs to choose from</p> <p>55 POINTS</p>	 <p>Bag of Chocolate Choose from a range of chocolate :)</p> <p>60 POINTS</p>
 <p>4-Click Pen Be prepared for any lesson!</p> <p>70 POINTS</p>	 <p>Lunch Queue Fast Track This voucher entitles you and one friend to fast track the lunch queue for one week!</p> <p>100 POINTS</p>	 <p>Lunch Queue Fast Track This voucher entitles you and one friend to fast track the lunch queue for a half term!</p> <p>250 POINTS</p>	 <p>Basketball Everlast Basketball - choose from Size 6 or 7 in a range of colours.</p> <p>350 POINTS</p>	 <p>Football Size 5 Mitre Football - range of colours to choose from!</p> <p>350 POINTS</p>	 <p>Bluetooth Speaker Juice Melody Eco Bluetooth Speaker</p> <p>400 POINTS</p>

Date, time and location of next Rewards Fair: xxxxxxxx in Arena Central at lunch time

Expectations for the start and end of lessons

Please see below for our start and finish of lessons routine.



EXCELLENCE AT ARENA

"To provide an enjoyable, creative and challenging education which inspires every child to equip themselves with the keys to open doors to a successful career and rewarding life"



START of lesson

1. Arrive **on time** with **bags and coats off**
2. **Meet and greet** the teacher at the door
3. **Take your seat** according to the seating plan
4. Place **equipment** and **planner on desk**
5. Begin the "Do Now" activity **in silence**

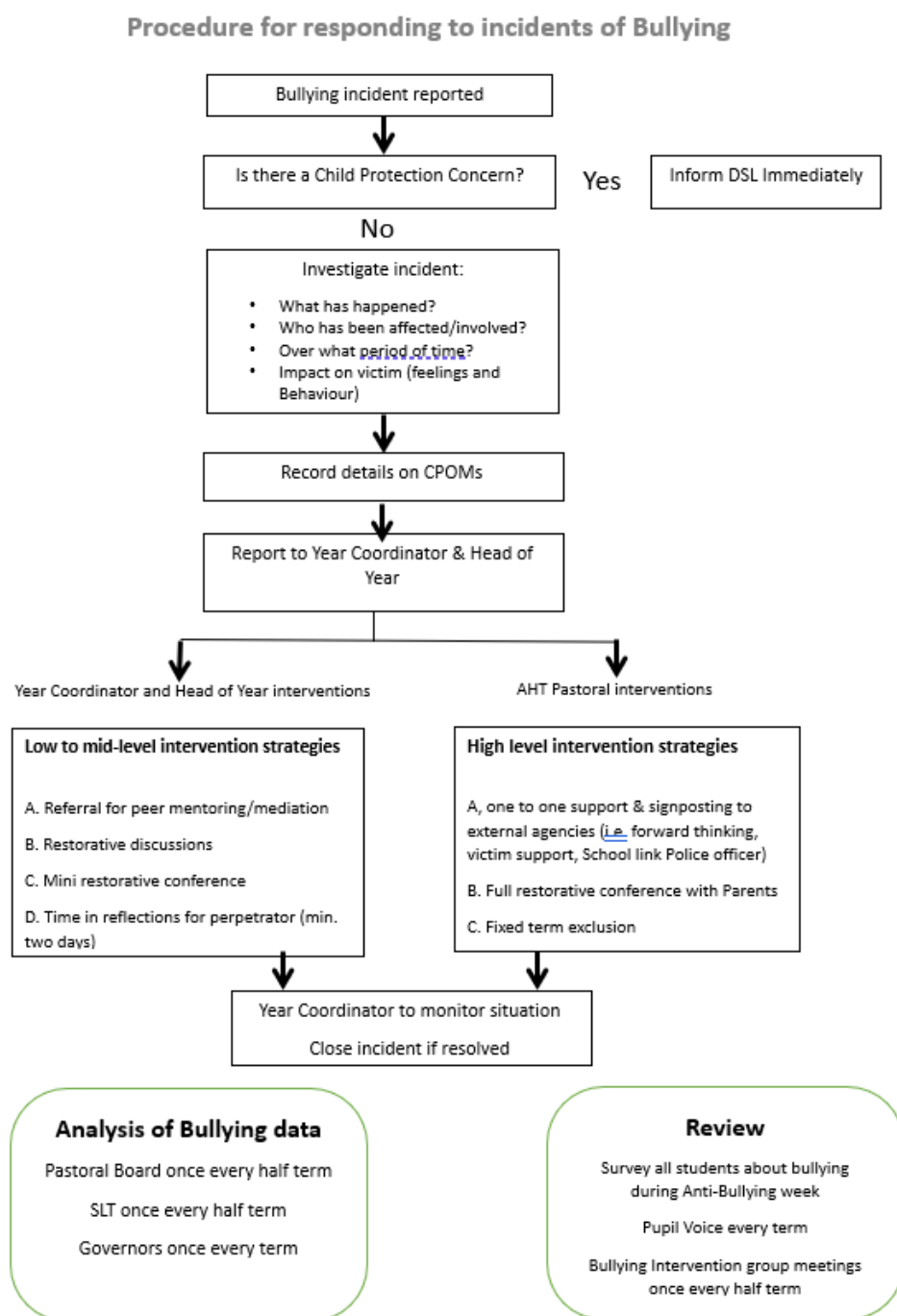
FINISH of lesson

1. **Tidy the space** around you and **pack all equipment** away
2. Stand **behind your seat**
3. **Wait** until the teacher dismisses you from the room
4. **Walk quietly** and **purposefully** to your next lesson/break

Anti-Bullying

At Arena Academy we believe that all forms of bullying are unacceptable and should not be tolerated. We want all children to be and feel safe from bullying and all forms of discrimination. We want everyone who works with children to take bullying seriously and know how to resolve it positively.

As bullying happens at all levels of society, we seek to empower our students to challenge, remedy and prevent bullying, creating a culture where every child is treated with dignity and respect and takes seriously their responsibility to treat others in the same way. The flowchart below details how our staff will deal with any incidents of bullying.



Our students have created an Anti-bullying charter that will be signed by every student in a form class and displayed in the form room:



ARENA
ACADEMY

ANTI-BULLYING CHARTER



1. We believe bullying should always be dealt with seriously.
 2. We believe everyone should know that bullying behaviour is unacceptable.
 3. We believe that all students should feel safe and happy both within school and in the wider community.
 4. We believe our school should be free of all types of bullying.
 5. We believe that all members of the school have a responsibility to report incidents of bullying if they witness them., whether in school or online.
 6. We believe that all members of our school community should respect each other and value their differences.
-

DELIVERING A CORE EDUCATION

Whisper

We have an anonymous service that lets students/parents/carers report a problem at school or at home. Whether it be bullying, cyber bullying, issues at home or concerns about other fellow students.

The service consists of a website button / link that launches an online dialogue-box to capture information or details for anyone who needs to report issues to the school.

To report a problem either click on the Whisper icon to be taken to a secure web form or alternatively send an anonymous text by texting:

Problem? whisper it

*If you have a problem or concern in school or at home, you can report it to a member of staff **anonymously***



When to report

You or a friend are being bullied

You are concerned for a student's welfare

A student, member of staff, or parent has behaved inappropriately

You need to talk to someone about a problem

Suggestion for changes of improvements in school

Report via Text message: 07860 021 323
Report via: <https://swgfl.org.uk/whisper/cki1>



Invisible Mobile Phone Policy

See it
Hear it
Lose It



If your phone is seen or heard on school grounds, it will be confiscated immediately. Parents/Carers will be required to come into the school to collect the confiscated device. **Phones will not be returned to students.**

Curriculum

Curriculum Intent and Content

Details of the curriculum that your child will receive can be found on our website [Curriculum - Arena Academy \(corearena.academy\)](https://corearena.academy)

If you have any queries regarding the curriculum, please contact Mr Afzal by emailing safzal@corearena.academy

Your child will be studying the following subjects from September:

	Year 7		Year 8		Year 9		Year 10			Year 11	
	Periods per week		Periods per week		Periods per week			Periods per week			Periods per week
English	4		4		4		English	5		English	5
Mathematics	4		4		4		Mathematics	4		Mathematics	4
Science	4		4		4		Science	5		Science	5
History	2		2		2		Option A	3		Option A	3
Geography	2		2		2		Option B	3		Option B	3
RE	1		1		1		Option C	3		Option C	3
French or Spanish	2		2		2		PE	1		PE	1
PE	1		1		1		Personal Dev	1		Personal Dev	1
IT	1		1		1						
Art	1		1		1						
Perf Arts	1		1		1						
DT	1		1		1						
Personal Development	1		1		1						
Total	25		25		25			25			25

Setting of students

Year 7 – 180 students

From September your child will be taught in mixed ability classes. They will be placed in either X or Y bands, there is no difference between the bands. For example X-1 is the same ability as Y-3 During the first half term they will undergo various baseline assessments in order for us to assess their ability and provide tailored support. After the October half term, they will be placed in ability sets in English, Mathematics, and Science. There will be four sets in the X band and three sets in the Y band,

Year 8 – 180 students

From September your child will be taught in mixed ability classes. They will be placed in either X or Y bands, there is no difference between the bands. For example X-1 is the same ability as Y-3 During the first half term they will undergo various baseline assessments in order for us to assess their ability and provide tailored support. In English, Mathematics and Science they will be set using all the data that is available from their previous assessments, plus input from their class teacher. This will enable us to teach the pupils at the most appropriate levels of challenge. There are 3 sets in each band.

Year 9 – 240 students

From September your child will be placed in band X or Y. They will be placed in either X or Y bands, there is no difference between the bands. For example, X-1 is the same ability as Y-4 During the first half term they will undergo various baseline assessments in order for us to assess their ability and provide tailored support. In English, Mathematics and Science they will be set using all the data that is available from their previous assessments, plus input from their class teacher. This will enable us to teach the pupils at the most appropriate levels of challenge. There are 4 sets in each band.

Years 10 (215 students) and Year 11 (240 students)

From September they will be taught within their chosen options, most of which will be mixed ability groups. In English, Mathematics and Science they will be placed in either X or Y bands. In English, Mathematics and Science they will be set using all the data that is available from their previous assessments, plus input from their class teacher. This will enable us to teach the pupils at the most appropriate levels of challenge. There are 4 sets in each band.

Homework

Homework will be set by individual class teachers via the Classcharts app. In Key Stage 3, work will be set digitally on websites such as Reading Plus, MyMaths and Educake for English, Math and Science and this will be set every week. Other subjects may set a combination of online or paper-based work, and this will be set once every two weeks. In Key Stage 4, individual teachers will tailor homework to their classes and each subject will set homework every week.

Please encourage your child to complete their homework, but if they are experiencing any difficulty in completing the work, please make a note in their planner to show their form tutor and/or subject teacher.

Homework Timetable:

Homework Rotation

Year Group	7	8	9	10	11
Week A	English, Math, Science	English, Math, Science	English, Math, Science	English, Math, Science	English, Math, Science
	History, RE, Computer Science, Art, PE	Geography, French, Performing Arts, DT.	History, RE, Computer Science, Art, PE	Option A, Option B, Option C	Option A, Option B, Option C
Week B	English, Math, Science	English, Math, Science	English, Math, Science	English, Math, Science	English, Math, Science
	Geography, French, Performing Arts, DT.	History, RE, Computer Science, Art, PE	Geography, French, Performing Arts, DT.	Option A, Option B, Option C	Option A, Option B, Option C

Personal Development (PD) – PSHE and RSE

Personal Development provides opportunity for students to develop into responsible, respectful and active citizens who are able to play their part and become actively involved in public life as they become young adults. Personal Development is covered in different aspects of school life such as: Assemblies, Form Time Activities, Personal, Social, Health and Economic Lessons (PSHE) and Relationships and Sex Education (RSE) lessons, delivered as part of the curriculum for 1 hour per week. Personal Development is also delivered across the curriculum in all subject areas to compliment the 1 hour a week delivery to students.

Personal Development aims to deepen students' understanding of the fundamental British values of democracy, individual liberty, the rule of law and mutual respect and tolerance. Developing pupils' character, which is defined as a set of positive personal traits, dispositions and virtues that informs their motivation and guides their conduct.

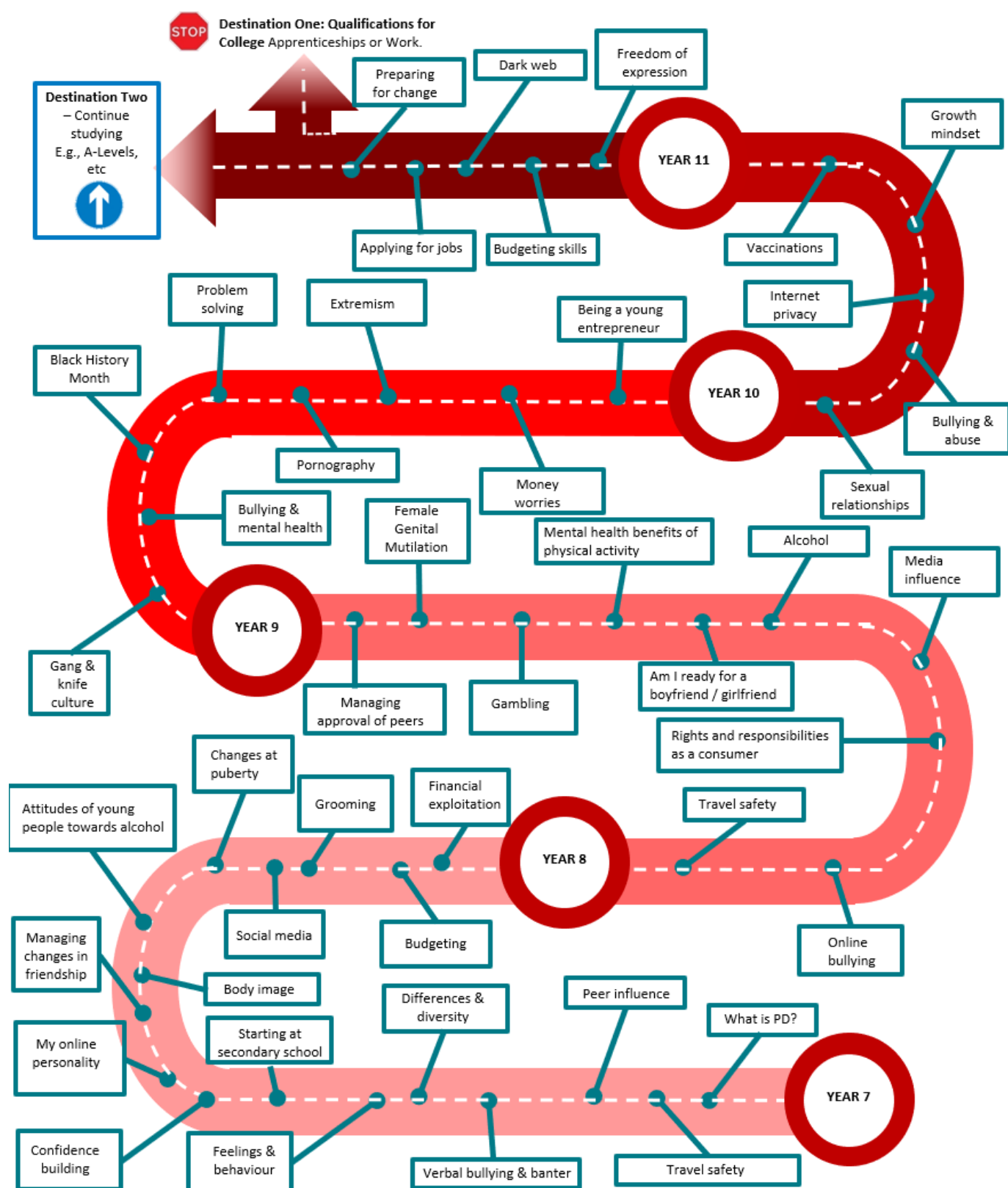
Students cover a range of topics including; understanding budgeting and personal finance, social media and online safety, risks from exploitation enabling pupils to recognise the dangers of inappropriate use of technology, the importance of physical and mental health in maintaining an active lifestyle, age-appropriate understanding of healthy relationships through appropriate relationships and sex education and supporting them in their next phase of education, training or employment so that pupils are equipped to make the transition successfully

Personal Development will be delivered to students during a timetabled lesson every week, themed activities and events will also be planned to supplement this throughout the year.

Opportunity Days

Opportunity Days take place termly throughout the academic year. These days enable students to have Opportunities linked to careers and PSHE/RSE outside of the classroom. During these days students will experience outside speakers and agencies coming into school as well as trips off site to further develop students understanding in these areas.

YEAR 7-11 Personal Development




LEARNING JOURNEY

Assessment Framework

A new assessment framework will be implemented from September in line with the other schools within CORE Education Trust.

Years 7 – 10 have two curriculum and assessment cycles per year. Each cycle comprises of typically 12-17 weeks of schema building followed by assessment periods. During the assessment periods consolidation work will be undertaken. There are 8 cycles during a student's journey from Year 7 to 10.

Year 11 will undertake mock examinations in English, Mathematics and Science during the Autumn Term, and a full set of mocks during the first half of the Spring Term. This will enable us to identify potential underachievers and put interventions in place early in Year 11.



CORE: Common Assessment Map 2024-25

	Sep-24				Oct-24					Nov-24				Dec-24					Jan-25				Feb-25					Mar-25				Apr-25				May-25					Jun-25				Jul-25			
School No	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	32		33	34	35	36	37	38	39				
w/c Date	2.9.2	9.9.2	16.9.2	23.9.2	30.09	7.10.2	14.10.	21.10.		4.11.2	11.11.	18.11.	25.11.	2.12.2	9.12.2	14.12.		6.1.2	13.1.2	20.1.2	27.1.2	3.2.2	10.2.2		24.2.2	3.3.2	10.3.2	17.3.2	24.3.2	31.03.	7.04.2		28.4.2	5.5.2	12.5.2	19.5.2		2.6.2	9.6.2	16.6.2	23.6.2	29.6.2	7.7.2	14.7.2				
Year 7	GL Tests			Settling in Evening					October Half Term				Data Entry Deadline		Academic mentoring		Christmas Break									Y7 PC2 Formal Exam			Data Entry Deadline			Academic mentoring								Parents Evening								
Year 8	GL Tests										Virtual Options Evening		Data Entry Deadline		Academic mentoring				Data Entry Deadline	Parents Evening								Y7 PC2 Formal Exam			Data Entry Deadline			Academic mentoring														
Year 9	GL Tests											Y9 PC1 Formal Exam	Y9 PC1 Formal Exam						Data Entry Deadline	Parents Evening		Academic mentoring																										
Year 10	GL Tests													Parents Evening																																		
Year 11	GL Tests	GCSE Prep Evening			Y11 PC1 Mocks (Core in Hall others in class)				May Half Term				Data Entry Deadline	Parents Evening															GCSE Prep Evening						External Exams	External Exams	External Exams											

Pupil Progress App.



Pupil Progress App 4+

For Parents and Students

Pupil Progress Ltd

Designed for iPhone

★★★★☆ 3.7 • 3 Ratings

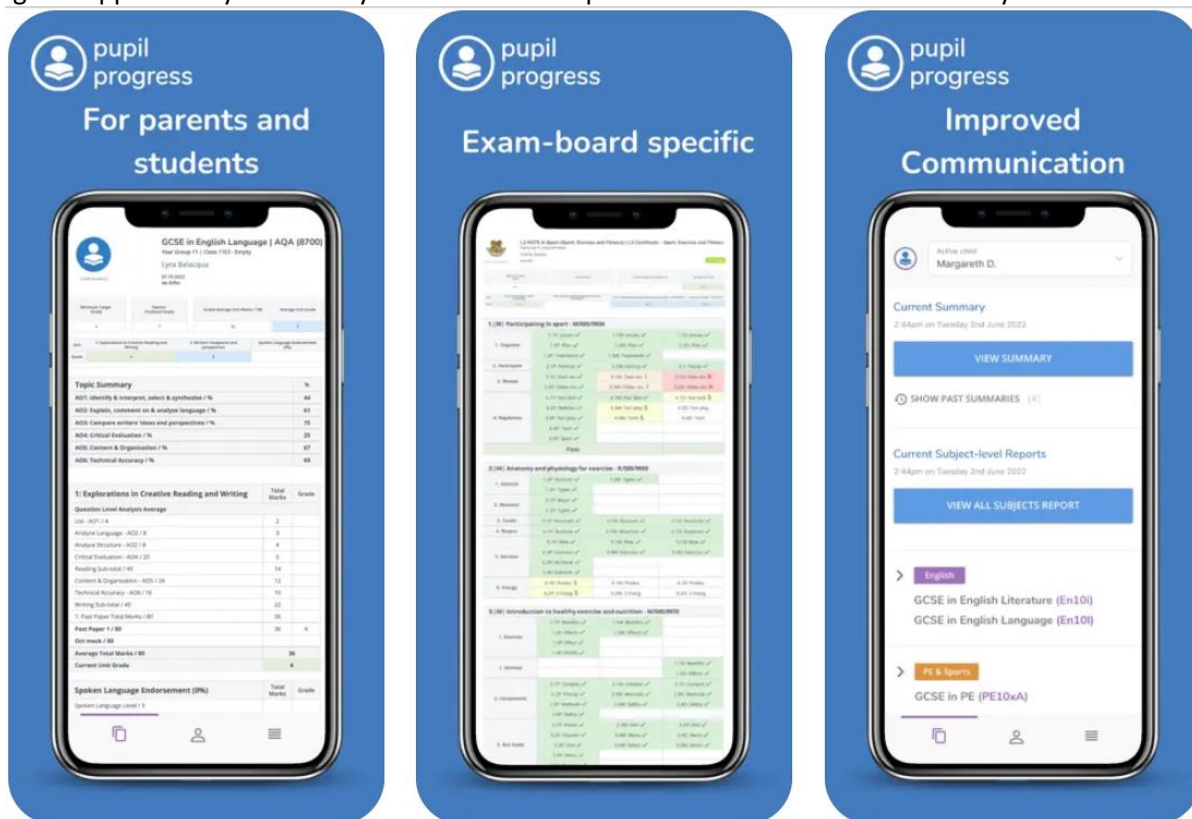
Free

Giving parents and students detailed insight into their educational progress

We use the Pupil Progress App to provide parents with detailed information about students educational attainment and progress, right at your fingertips in a smartphone app.

- * Clear and Detailed Information: Get clear, detailed updates on educational attainment and progress.
- * Convenient Student Access: Access your academic data anytime, anywhere, from your smartphone.
- * Empowering Parents: Take an active role in your children's education and make informed decisions.
- * Improved Communication: Stay connected with real-time updates and foster a stronger home-school partnership.
- * For School using Pupil Progress: Exclusively available to students in schools using the Pupil Progress core platform.

Pupil Progress App can only be used by students and the parents of students of the Academy.



Parents Evenings

All Parents' Evenings will be face to face from September 2024.

Provisional dates of the Parents Evenings are given below:

Year Group	Date
Year 7 Settling in Evening	26 th September 2024
Year 11 Parents Evening	28 th November 2024
Year 10 Parents Evening	19 th December 2024
Year 9 Virtual Options Evening	WB: 11 th November 2024
Year 9 Parents Evening	WB: 27 th January 2025
Year 7 Parents Evening	WB: 16 th June 2025
Year 8 Parents Evening	WB: 13 th January 2025

Teaching & Learning

Fundamentally, we believe that great teaching is about good relationships, with a classroom culture rooted in mutual respect and trust. We also don't believe in gimmicks – our approach to teaching is based on the most reliable research. Research on human cognitive architecture over the last 30 years has tentatively begun to unpick how we learn the things that we have not evolved to pick up easily. We want students to be able to expand their practically limitless long-term memory, to then be best placed to use their working memory to solve problems they will face in and out of school.


A mixture of well thought out teacher led explanations, modelling of processes and techniques, coupled with targeted questioning, guides students through complex, challenging topics. Followed by lots of deliberate practice, both guided and independently, with regular feedback from the teacher, this is what constitutes the most effective way to acquire new skills and knowledge.


Our aim is for students to know more, remember more and do more.

Teaching and Learning Toolkit


Arena Academy

Teaching and Learning Toolkit - *Learning*







Group Work
Teachers may ask students to work in specific groups to allow them to engage in discussion about a new idea or research a new concept.




Independent Work/ Silent Solo
This is the part of the lesson where learning comes together. Students will demonstrate how they are able to apply new learning in different situations.



Narrate Your Thinking
Students will often be asked to explain the methods they have chosen or the reasons behind their answers.



Turn and Talk
Teachers may ask students to turn to a talk partner to engage in a discussion about the work. It allows them to rehearse and share ideas during these structured discussion times.



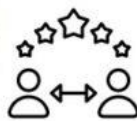
Dual Coding
Drawing an image alongside text may be something that helps learners to understand or remember a process or new information. This also applies to mind maps, timelines and flow charts.

How do students know more, remember more and do more? These are the tools that we use in Our Arena to help with this.

Self Assessment



To understand how to make progress within a lesson, teachers will set success criteria and may ask students to assess what they are able to do at the end of new learning. This may be the end of a lesson or topic.



Peer Assessment

Teacher's may ask students to assess a peer's work against the success criteria. They will need to describe what they have done well and explain what they need to do to progress.

Re-do/ DIRT



We rarely get anything right first time. It's important in lesson to have time to respond to any feedback given, from the teacher, a peer or themselves. When students act on this feedback, their learning progresses.



Exit Ticket

At the end of a lesson, teachers will want to know if students have met the objective for the lesson and may ask them to write something down or show an answer/ response on a show me board for example.

How do students know more, remember more and do more? These are the tools that we use in Our Arena to help with this.



We use "No hands up" with "Cold Calling". This is to ensure that all students are thinking hard and are participating within lesson.



Cold call

We use this with "wait time" so all students are thinking hard and ready to participate.



3, 2, 1- Show Me Boards

Our use of these means that the teacher can sample whole class responses quickly and effectively. They can also be used to prepare or draft work.



Multiple choice

When students select a response to a question, it allows the teacher to quickly see who has understood and where they need to address any misconceptions



Probing Questions

Teachers may ask questions to help to deepen and develop thinking. Their questions will help students to make links between new learning and prior knowledge, strengthening your long-term memory.

Questioning in Our Arena stimulates learners to recall knowledge and to stretch their understanding of new ideas and concepts. Everyone is encouraged to try, making mistakes is normal and challenge is expected.



Vocabulary Unlock

The knowledge of words and their meaning is fundamental in developing learning. Some words have to be taught and include Tier 2 and Tier 3 (subject specific vocabulary) in lessons and help students link them to other words they already know.



Scaffolding

Teachers may ask you to complete word fills or give you sentence starters to support your writing. Vocabulary is also supported using keywords and word banks.



Marking codes and high frequency errors

Teachers will use codes in books to highlight places that need improvement.



Phonics

To help you with reading, we might ask you to break down tricky words into parts and sound these out. We will then ask you to blend these sounds together so that you can confidently read and pronounce the word.

Learners are encouraged to read widely in Our Arena. Our aim is for everyone to leave with a reading age of at least their chronological age. To achieve this, we have a whole school approach in addition to targeted intervention

Extra-Curricular Activities

All students are able to join CORE Sports at break and lunch time. Please see poster below:



CORE Sports clubs at break and lunch times require students to have their trainers to attend. For after school extra curricular PE clubs students will need to have their full PE kit to attend the clubs and also ensure they let a parent/carers know they are attending a club after school.



At Arena Academy, we offer an extensive selection of extra-curricular activities/clubs that we recommend your child take part in. The table below illustrates the activities/clubs on offer during the previous term. An updated table will be on the Academy website at the beginning of the 2023-24 Academic year.



**ARENA
ACADEMY**

Extra Curricular Clubs Summer Term 22-23

DAY	STAFF	Year Groups	Time	Subject/Activity	Location
 MON 	Mrs Sweet	Year 7, 8 & 11	12:25-1:10pm	Friendship Club	Library
	Miss Poole	Year 7, 8 & 11	12:25-1:10pm	Librarians	Library
	P.E Staff	Year 7, 8 & 11	12:25-1:10pm	Dance, Football, Outside Gym, Basketball	Outside
	DZS	Year 7, 8 & 11	12:25-1:10pm	Chess	24
	Mrs Sweet	Year 9 & 10	1:25-2:10pm	Friendship Club	Library
	Miss Poole	Year 9 & 10	1:25-2:10pm	Librarians	Library
	P.E Staff	Year 9 & 10	1:25-2:10pm	Dance, Football, Outside Gym, Basketball	Outside
	LFR/HNE	Year 10 & 11	3:10-4:10pm	KS4 Art enrichment	17/23
	TAM	All groups	3:10-4:10pm	Drama Club	18
 TUE 	P.E Staff	Year 7, 8 & 11	12:25-1:10pm	Dance, Football, Outside Gym, Basketball	Outside
	P.E Staff	Year 9 & 10	1:25-2:10pm	Dance, Football, Outside Gym, Basketball	Outside
	Science Staff	Year 7, 8 & 9	3:10-4:10pm	Science Club	139
	P.E Staff	All groups	3:10-4:10pm	PE club – various sport	P.E.
	LFR	Year 7, 8 & 9	3:10-4:10pm	KS3 Art Club	17
	JLA	Year 7, 8 & 9	3:10-4:10pm	Geography Homework	9
WED	P.E Staff	Year 7, 8 & 11	12:25-1:10pm	Dance, Football, Outside Gym, Basketball	Outside
	P.E Staff	Year 9 & 10	1:25-2:10pm	Dance, Football, Outside Gym, Basketball	Outside
	DZS	Year 9 & 10	1:25-2:10pm	Chess	24
 THU 	P.E Staff	Year 7, 8 & 11	12:25-1:10pm	Dance, Football, Outside Gym, Basketball	Outside
	P.E Staff	Year 9 & 10	1:25-2:10pm	Dance, Football, Outside Gym, Basketball	Outside
	RCA	All groups	3:10-4:10pm	Music	22
	LFR/HNE	Year 10 & 11	3:10-4:10pm	KS4 Art enrichment	17/23
	TCH	Year 7, 8 & 9	3:10-4:10pm	Geography Homework	9
	RSI	All groups	3:10-4:10pm	CCF	Hub 1
	PGD	Year 7, 8 & 9	3:10-4:10pm	Maths Club	29
	CC	Year 7, 8 & 9	3:10-4:10pm	KS3 Art Club	20
	HCU	Year 7 & 8	3:10-4:00pm	History Ambassadors Club	
FRI	Aston Villa Female Coaches	All groups	3.30-5.30pm	Aston Villa Youth Girls Club	P.E.
	P.E Staff	Year 7, 8 & 11	12:25-1:10pm	Dance, Football, Outside Gym, Basketball	Outside
	P.E Staff	Year 9 & 10	1:25-2:10pm	Dance, Football, Outside Gym, Basketball	Outside
	FTI	Year 7, 8 & 9	3:10-4:10pm	Afternoon tea with Miss T-G	FR2

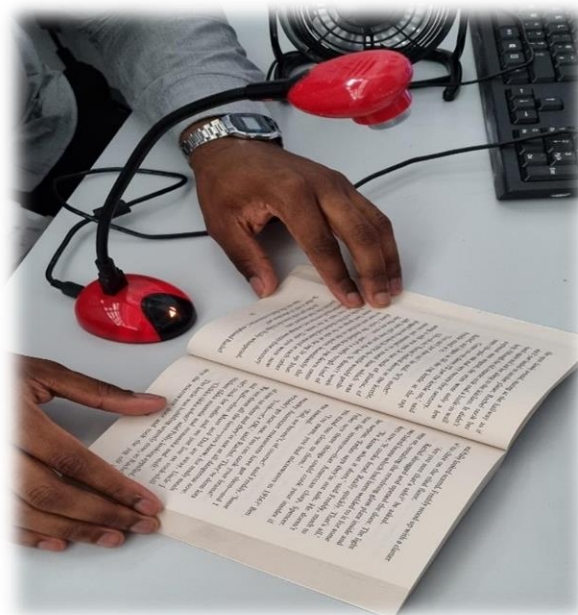
- Students will get changed into their P.E. Kit for after school P.E. activities and should bring this in their bag
- For all after school activities, students require a note from parents/carers, in their student planer, giving consent to attend the activity for the duration of the school term

IT Provision

Digital TV Screens – There are several digital TV screens strategically placed across the school site to provide announcements to pupils & staff, advertise awareness days, celebrates successes and provide vital information based on an emerging need.



Visualisers – Visualisers have been installed in every classroom, to allow the teacher to make real-time live demonstrations on the whiteboard e.g. drawing techniques, reading books, practical demonstrations etc.



Interactive Screens in classrooms – We have installed new interactive TV screens in 35 classrooms, which are of better quality and allow the pupils and teachers to interact on screen demonstrations and presentations.



Lunch time news - During lunch time in the hall/canteen, Sky News is played on the large screen so that pupils stay in touch with current affairs. The screen is also used to promote festivals/cultures/awareness days.



Laptop trolleys – We have further developed our ICT provision by acquiring further laptop trolleys (containing 15 laptops each), which are used to support KS4 lessons, in particular for extended learning and completion of controlled assessments.



Computer Suites - We have five computer suites across the school, which are used to primarily deliver Computer Science, Business and IT lessons, as well support other subjects with their curriculum needs.



Please note that there will be a robust IT equipment reporting and monitoring system from September 2024. If a pupil is caught damaging any IT equipment, they will be severely sanctioned, and **costs of damages will be invoiced to parents/carers.**

CORE Hello

As a response to the growing number of students needing additional support with English proficiency, CORE Hello was created at Arena Academy. CORE Hello is a high quality, intensive intervention, designed to boost language acquisition, help students access the curriculum and thrive. Led by specialist teachers, the programme supports up to 30 children, who are struggling with language acquisition, in 12-week blocks. Informed by best practice and research, students follow bespoke programmes, depending on their level and experience of English.



School Map and location of rooms

You can see below a map of our three floors that show locations of all classrooms and offices. For an interactive 360 tour of our school building, please click this link: <https://www.arena-birmingham.academy/school-tour/>




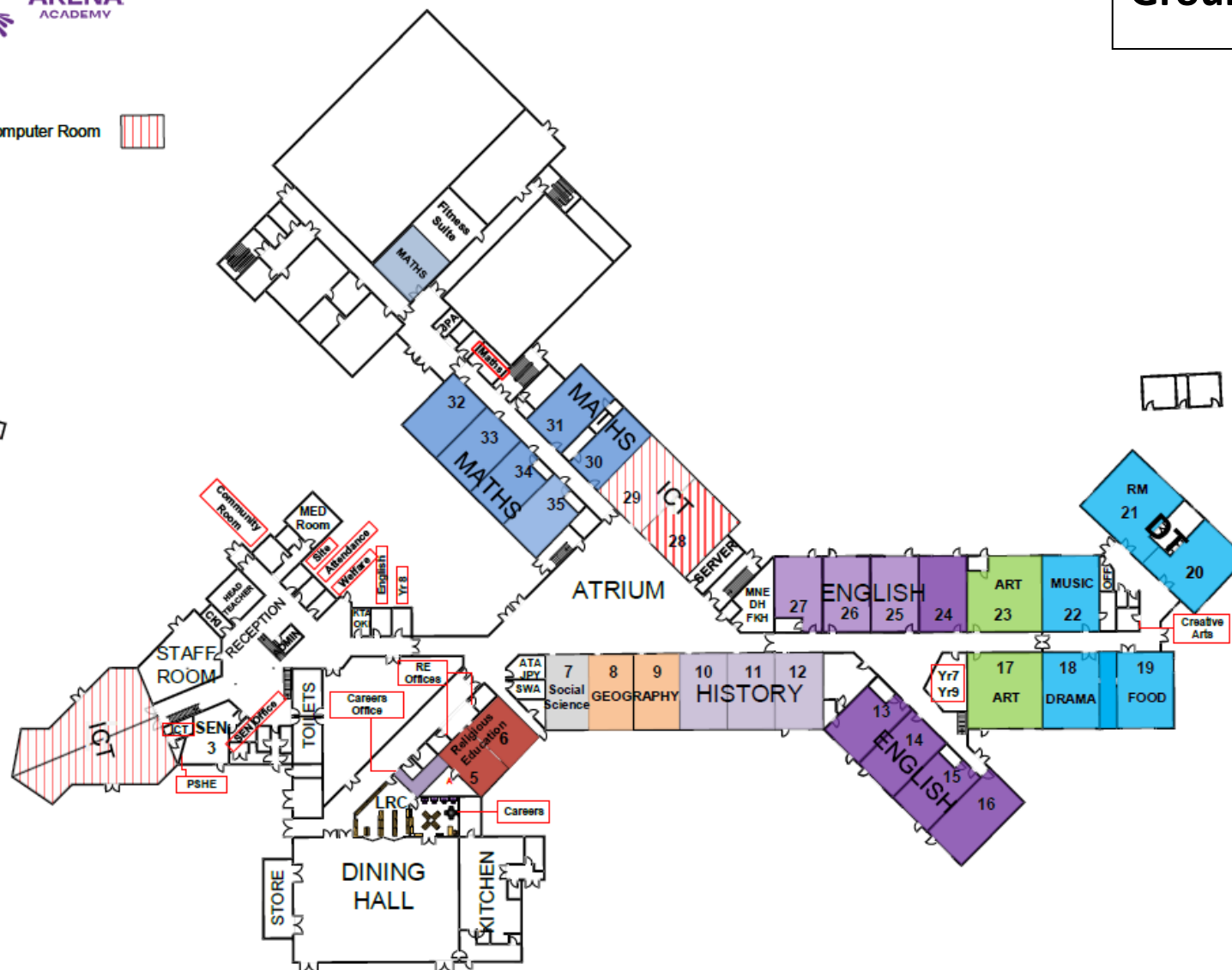
ARENA
ACADEMY



Lower Floor

Ground Floor

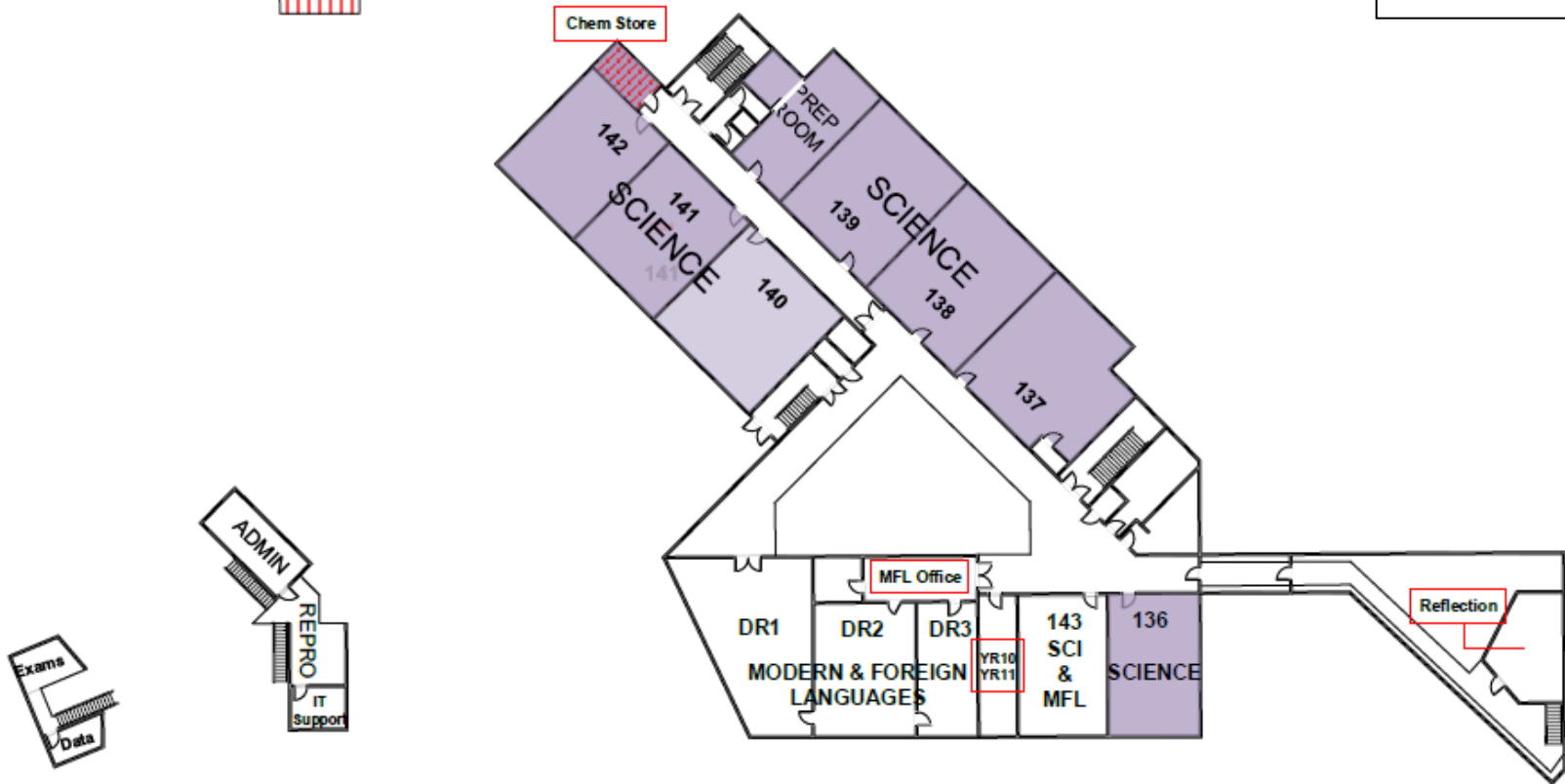
Key - Computer Room 



Key - Computer Room



Upper Floor



FAQs

What time does school start?

The main Arena Central doors open at 8:25am. All students should be sat in their form rooms before 8:35am. Any student that arrives after 8:35am will be marked as late and must enter school through the hub doors.

What equipment does my child need to bring to school?

Every student will be given a free pencil case containing all the essential equipment they need for lessons. Students are required to bring their pencil case to school every day. Form tutors carry out daily checks on equipment, if a child does not bring their pencil case to school, they will be issued with a 30 minute reflection.

- Pens- Black, red and green
- Pencil
- Ruler
- Mini whiteboard marker

In order to keep books, equipment and PE kit neat and safe, students should have a suitable bag to carry their belongings. We recommend a sturdy backpack, with a secure fastening, which has their name clearly labelled. Students will be given an exercise book or folder for each subject. If the student loses or willingly damages any equipment provided for them, they will be expected to pay for a replacement.

Where can my child go at break and lunch time?

Students can go to the canteen, arena central, playground, Astro turf, sports hall gym or library. There are four serving stations available at break and lunch, two in the canteen, one in the English area and the other one on the playground. On the playground, students can join in with activities from CORE Sports including football, netball, basketball and dance. In addition to this, there will also be clubs available for students to join during lunch times. A timetable is available in all classrooms.



Can my child go to the toilet during lesson time?

We advise all students to use the toilets before school, during break and lunch time. If a student needs to use the toilet during lesson time, they must ask their teacher and they will be allowed to go to the toilets located in the Science corridor. Students who are using the toilets excessively, will have a phone call home.

Does my child have to wear their blazer?

Yes, we require all students to wear their blazers. Students can take off their blazers in classrooms but must ask the teacher first.

Should I send my child into school with a refillable water bottle?

Yes, we encourage all students to drink water throughout the day. We have water fountains available for all students to use during break and lunch times – please see image below (students are not allowed to use the water fountains during lesson time).

**My child has lost their school bag in school, how do I find it?**

Please see detailed information here about our lost property protocol: [Lost Property - Arena Academy \(corearena.academy\)](https://corearena.academy)

I have a concern about my child's academic progress, who do I contact?

Please contact your child's Head of Year in the first instance.

I have a concern regarding behaviour, who do I contact?

Please contact your child's Year Coordinator in the first instance.

If my child cycles to school, can they store their bicycle securely?

Yes, we have cycle racks near the Arena Central entrance. All bicycles are stored at the owner's risk.

My child is ill, what do I do?

If your child is too poorly to attend school, you need to contact the attendance team. Please use this website for advice: [Is my child too ill for school? - NHS \(www.nhs.uk\)](https://www.nhs.uk/conditions/when-should-i-call-the-doctor/)

My child has a medical appointment in school time, what should I do?

We ask that every attempt be made to have medical appointments after school so students don't miss valuable learning. If this is unavoidable, we expect your child to attend before and after the appointment and you must provide evidence of the appointment so we can mark the absence as authorised.

How will the Academy communicate with me on a day to day basis?

- *Class Charts (Headteacher bulletin sent every Sunday to all students and Parents)*
- *Text messages home*
- *Email*
- *Phone calls home*
- *School website*
- *Letters*

Can my child wear their PE kit on the day they have a PE lesson?

No, students are to put their PE Kit in their bags on the days they have PE.

Can I send my child to school with cash?

We recommend not to do that as we are a cashless school.

If I need to speak to a staff member, can I just turn up at reception?

No, we strongly recommend all Parents to book an appointment.

When does my child choose their GCSE subjects

All students choose their GCSE subjects at the start of year 9.

How can I find out about my child academic progress?

We have a new app called Pupil Progress. This will allow you to see your child's academic grades for every subject with areas of strengths and weaknesses.

My child has a medical need, what do I do?

Please visit our website: [Medical Information - Arena Academy \(corearena.academy\)](https://corearena.academy/medical-information)

How can I find out what my child is learning in every subject?

All topics being taught are clearly detailed on our website here: [Curriculum - Arena Academy \(corearena.academy\)](https://corearena.academy/curriculum). All students will have learning journeys stuck at the front of their books.