
















Student Charter

What Standards are expected of Ormiston SWB Academy students?

The Academy does not have a long list of Rules, but students should make special note of these seven very important statements.

 Uniform	<p>Always wear official Academy uniform. Always be smart and conform fully to the uniform guide. If you refuse to follow uniform guidelines or refuse to wear spare uniform offered to you, a sanction will be issued.</p>
 Bullying	<p>Everyone must be safe. Bullying will not be tolerated. Exercise of aggressive or threatening behaviour, or other intimidation or abuse, will result in your parents being asked to collect you immediately from the Academy.</p> <p>The following acts will result in permanent exclusion Carrying a knife or offensive weapon</p>
 Behaviour	<p>Teachers are employed to teach and students come to Ormiston SWB Academy to learn. Any student who prevents this happening will have to attend a meeting with academy staff and parents to discuss the reasons why. If you continue to disturb the learning of others and you could lose your place at the Academy.</p>
 Resources	<p>Be sure to treat all facilities, and especially the ICT facilities, properly and with a high level of care. Downloading inappropriate materials is a serious breach of Academy rules which could lead to you losing your place at the Academy. You will need to sign an ICT contract which gives you more detailed guidance.</p>
 Drugs	<p>Illegal or harmful drugs and substances are very dangerous, and students should note that there will be no toleration of possession, sale, purchase or consumption at the Academy or away from the Academy.</p> <p>The following acts will result in permanent exclusion Possession, sale, purchase or consumption of illegal or harmful drugs and substances at the academy or immediate locality</p>
 Healthy Lifestyle	<p>The Academy actively promotes healthy lifestyles and encourages students to eat a balanced diet. Chewing gum, sweets and energy drinks are not allowed at the Academy and will be confiscated and disposed of.</p>
 Mobile Phones	<p>You may bring your phone to the Academy for emergency use only. It should be switched off as soon as you enter the Academy grounds and kept either in your locker or a zipped pocket. Do not use your phone to take photographs or videos anywhere in the Academy, the area immediately outside or on Academy transport. If you do not follow these rules, you will be asked to give your phone to a member of staff and your parents may have to come and collect it.</p>

How can students be successful?






 Timekeeping	<p>Be on time for the Academy. Personal Tutor time starts at 08:40.</p>
 Homework	<p>Always complete homework. You can have as much as you want!</p>
 Bullying	<p>Never tolerate a bully. Always tell your Personal Tutor/Head of Year the first time this happens.</p>
 Team Games	<p>Support your friends by taking part in team and group activities. It is expected that you will always represent the Academy if you have sporting or other talents.</p>
 Performing Arts	<p>Participate in the many after school activities available.</p>
 Work Hard	<p>Work hard at all times and always ask if you do not understand.</p>
 Equipment	<p>Take care of your equipment and respect other people's belongings.</p>
 Respect	<p>Always be polite in discussions with your Teachers and fellow students. We should always say "Please, Thank you and Pardon"</p>

Students should feel good about being successful!

Your teachers will work hard to ensure that you are:

	<p>Valued and given quality care and confidentiality where appropriate.</p>
	<p>Encouraged by providing you with stimulating lessons and incentives to do well.</p>
	<p>Involved in your education by providing regular information to you and your parents on progress.</p>
	<p>Congratulated by providing recognition and rewards.</p>
	<p>Benefiting through lots of opportunities in academic, sporting, musical and cultural activities</p>
	<p>Supported by providing safe, orderly conditions for you to learn effectively.</p>

Students should feel confident about expressing their views about the life and work of the Academy

	<p>Students can discuss any problems or concerns with their Personal Tutor or a Subject Teacher, member of support staff or a member of the Senior Leadership Team.</p>
	<p>Students can arrange to see the Principal at any time to discuss issues of concern.</p>
	<p>Students can always politely inform the staff of their views or suggest areas for improvement. Alternatively, students can use the email system.</p>
	<p>Students may be invited to one of the Principal's lunches/breakfasts where students have an opportunity to express their views about the Academy and to make recommendations on how the Academy may be improved. Different students are invited each year so that as many students as possible can be involved in the process.</p>
	<p>Students may also express their views to the Head Boy, Head Girl or other student leaders.</p>

Parent Charter

Working together – Academy and Parent Partnership

Ormiston SWB Academy is committed to continuously improving the service we provide to students, parents and the wider community. We have quality assurance systems in place for gathering information and monitoring progress in relation to customer care.

As well as commenting on the regular reports, parents and students are invited to complete questionnaires during the academic year: for example, during Progress Days, following the Key Stage 4 Information Evenings, CEIAG Programme, etc.

The information gathered is quantified and evaluated to gauge satisfaction and to identify areas for improvement.

We always welcome communication from parents to help us raise the quality of services available. A list of personnel to contact is given on the following page. Communication which does not fall into one of these categories should initially be addressed to Mrs T Poulton, the Principal's PA.

The academy has a range of personnel and services available to help parents resolve issues ranging from routine enquiries to formal complaints.

Personal Tutor	The first point of contact for personal and academic issues relating to the progress and welfare of students
Head of Year/ Director of Year	More serious issues and confidential matters, e.g. bullying, academic underperformance, etc...
Miss S Woodbine Assistant Principal	Special Needs issues, including the needs of exceptionally gifted children
Mr L Lal Assistant Principal	Enquiries relating to the Homework policy
Miss S Woodbine Assistant Principal	Enquiries relating to Health and Sex Education issues
Mr Lampitt Business Manager	ParentPay, Free School Meals, etc...
Mrs T Poulton PA to the Principal	Formal complaints and access to documentation such as the Complaints Procedure and Academy Policy documents e.g. Behaviour, Equal Opportunities, etc...
Mr D Mason Interim Principal	Any issue which remains unresolved having exhausted all other channels

The services you should expect from Ormiston SWB Academy;

- A safe and orderly learning environment with high standards of behaviour.
- Regular reporting to ensure that parents are fully informed about student progress.
- Frequent opportunities to express satisfaction or dissatisfaction.
- A Personal Tutor and Pastoral system which supports students throughout their academic career at the school.
- Advice for parents on how best to support their child's education with information provided about important issues.
- A polite, courteous and prompt response. It is always helpful if parents reciprocate. Ormiston SWB Academy does not tolerate any form of rude or aggressive language towards its staff.
- Quick, decisive action with any unruly students to protect the interests of the majority.
- Quick, decisive action to protect your child from bullying.
- Comprehensive careers advice and links with industry.
- An academy environment free of harmful and illegal drug possession, selling, purchase or consumption. Any such activity will result in permanent exclusion.

How parents can support Ormiston SWB Academy and their child with his/her studies;

- Ensure that your child understands the Standards of Behaviour expected of him/her as described in the Students' Charter.
- Ensure that your child understands the seriousness of downloading inappropriate materials from the computer facilities in Ormiston SWB Academy and counsel him/her that this could lead to the loss of his/her place at Ormiston SWB Academy.
- Always report to us any concerns about your child's well-being and work co-operatively with the Academy to resolve matters satisfactorily.
- Encourage excellent attendance and punctuality. Please do not arrange family holidays during term time.
- Provide a suitable 'distraction-free' environment for homework to be completed on time.
- Observe progress as detailed in your child's report and let the Personal Tutor or Head of Year know of any concerns or suggestions you may have in the parents' section of the report.
- Make yourself aware of the meaning of GCSE grades, as well as A level grades at Sixth Form level. Ask teachers to explain if necessary.
- Show a particular interest in your child's development by asking about their work in all subjects they are studying.
- Use our Website, Instagram account, Facebook account or Twitter to keep up to date with academy news. Ask your child or academy staff for help if required.
- Be safe and considerate to others when dropping off/picking up your child outside Ormiston SWB Academy.
- Always attend Progress Days, Parents' Evenings and key presentations with your child so that they feel supported by your involvement. These are usually at the beginning of Key Stage 3, Key Stage 4 (Options) and in preparation for the Sixth Form.
- Encourage your child to attend trials to represent Ormiston SWB Academy in sporting activities and come to the academy to support them.
- Encourage your child to audition for Ormiston SWB Academy productions, attend Drama or Music School lessons and come to the academy to watch his/her performances.
- Attend the frequent opportunities to meet with the Careers staff to help plan your child's future.
- Support your child in participating in charitable events at Ormiston SWB Academy especially for those less fortunate than themselves.
- Support your child and Ormiston SWB Academy by attending any events