

Absence, Attendance and Lateness

Our policy is **On Time Every Day**. We will aim to achieve every day attendance for every student. Many children achieve 99 and 100 per cent attendance. Research shows that 90% attendance by pupils can make an enormous difference to GCSE grades. Even 90% attendance means being absent for half a day a week, which is equivalent to missing four whole weeks of lessons in a school year! Increasing attendance just slightly to 93% almost doubles a student's chances of getting 5 GCSE's grades A*-C. We hope that parents will support us by ensuring that students come to school every day. We would ask parents to make any medical or dental appointments after school please, except in cases of emergency or hospital appointments.

We do realise there are times when students will require time off and they will need to complete a leave of absence form. But this will only be authorised in exceptional circumstances, and each case will be considered on its merits. It is also important that students start their first lesson on time at 8.30am.

Parents Group

We want to make The Milton Keynes Academy one of the best schools in the country and one that both parents and students will be proud of. We would love the support of parents to help us achieve this aim. If you are interested in getting involved in any way then contact Caroline Raine, the Principal's Personal Assistant on **01908 802872**, craine@miltonkeynesacademy.co.uk

Child Protection and Welfare

The health, safety and well-being of every child is our top concern. We listen to students and take seriously what they tell us. On rare occasions our concern about a child may mean we have to consult other agencies before we contact you. The Milton Keynes Child Protection Committee has laid down procedures for us to follow and the Academy has adopted a Child Protection Policy in line with this for the safety of all.

Further details on our Child Protection Policy will also be posted on our website before the Academy opening.

SUCCESSFUL COMMUNICATION

We want all Year 6 students to have a smooth transfer across to the new Milton Keynes Academy. In line with our Open Door Policy we believe in providing you with ways that you can easily get in touch. Up until September, please feel free to contact us on **01908 802872**, or email info@miltonkeynesacademy.co.uk. You can also email the Principal direct at lcaldicott@miltonkeynesacademy.co.uk.

During the summer holidays we will be picking up messages on the Academy mobile which is **07855 393021**. And don't forget there are opportunities to ask questions at the **Parents Information Evening on July 2nd**. Our website also has lots of useful information and the answers to many Frequently Asked Questions. Go to www.miltonkeyneacademy.co.uk



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ZOOM!

The Newsletter for The Milton Keynes Academy

NEWSLETTER FOR FAMILIES OF STUDENTS IN YEAR 6 WHO START THE NEW ACADEMY IN SEPTEMBER 2009

Hello everyone,

We hope you enjoyed our last newsletter telling you all about joining The Milton Keynes Academy in September. We've had some really positive feedback and students are genuinely excited about moving up to the fantastic new school.

Well, now we want to give you all a little more detailed information about the Academy, what you can expect from the school, and what we expect from you. Firstly though, a quick reminder about our **Parents Information Evening** on **Thursday 2nd July**. It takes place at Sir Frank Markham Community School between 3.30pm and 6.30pm.

This is when you can pick up the **new uniform** and hear presentations from the Principal at 4.30pm and 5.30pm. We will be telling you loads of useful information and this will be an ideal time for you to ask questions and meet other students and parents.

See you there.

The Academy team



READY TO LEARN...

Don't forget your first day at the Academy will be September 11th

Students must arrive for lessons at 8.30am and enter the building at the new **Student Entrance** – which is where the current Seckloe building is. Parents can drop off/park in the Woughton Leisure Centre car park or you are welcome to accompany your child inside.

WHO'S WHO

The Principal of the Academy

Mrs Lorna Caldicott



"The Academy will be the first choice school for parents wanting the best for their children. I guarantee your child will be given the skills and encouragement to succeed in work and life. Our mission is that everyone achieves. Please take a look on our website to see why we are so special and our aims, ethos and values."

Senior Vice Principal

Mr Mark Duke



"The Academy will have a special emphasis on enterprise and we have created an exciting curriculum that will allow students to learn, achieve their best and develop in many totally different ways."

Chair of Governors

Mr Peter Mitchell



"We believe that there should be excellent academic and vocational courses available to young people and that students should be offered many paths to success."

Principal's Personal Assistant and Governor

Mrs Caroline Raine



"If you need to get in touch with the Principal, please talk to me and I will be happy to help."

One-to-one meetings with students and parents

Some parents may already have been contacted by a member of the Academy staff to discuss your child's transfer to the new school.

Don't worry if you haven't, because we will be making appointments throughout the next few weeks to see every parent, along with their child, at their current primary school.

It's extremely important to us that we understand every child's individual needs so this will be a good opportunity for you to have a chat and discuss any specific personal queries you may have.

Communication

We are always very keen for parents to be able to speak to us when they need to. To support this ethos we have introduced an '**Open Door Policy**' at the Milton Keynes Academy. If parents have concerns or queries that need to be resolved then we want to know about them as soon as possible. We feel it is far better to get matters settled quickly rather than let it build up or worry you. The first person to speak to if you have a concern will be Mrs Abbey Vallance, the Year 7 Administrator. However, if you feel it is a more serious matter then you can contact the Head of Year 7 Derek Smulders who will be happy to help. The Principal Lorna Caldicott can also be contacted if you are still not happy with the outcome. Our philosophy is to get issues into the open and deal with them promptly, and to let parents know exactly how they are being resolved.

In September parents will be given the names and phone numbers of all the key staff, along with their direct email addresses. We want every child to succeed and we want all parents to know how they are getting on. To keep you updated we will provide a progress report every term and will also be inviting parents into the school for regular Year 7 Village Open Evenings.



THE ENTERPRISE HUB



New Opportunities through Enterprise

The Milton Keynes Academy has a specialism of Business and Enterprise because we want to prepare students for employment.

Enterprise skills will be taught in every subject, so that lessons relate to the world of work. There will also be emphasis on practical classroom work or 'learning by doing', which makes lessons much more interesting and fun.

Students will be able to choose from a good mix of subjects at GCSE, AS level and A2 level. There will also be great

opportunities for everyone to study practical 'hands on' vocational qualifications.

Our aim will be to provide all learners with qualifications, skills and achievements that they can demonstrate proudly to future employers.

Homework

Every six weeks students will be given a homework pack which will also be available on the internet. Students will be encouraged to stay on at school to do their homework in clubs and join in extra activities, and we will provide a free snack to keep them going at 4.30pm. The school will be open until 6.30pm.

Behaviour and Bullying

Any form of bad behaviour and bullying will **NOT** be tolerated at The Milton Keynes Academy. The Academy will always provide help, support and guidance to stop bullying. All incidents will be dealt with promptly, fairly and with discussion with parents. We feel every student has the right to a safe environment. Students should show self respect and respect for other individuals. Full details of our code of conduct, bullying policy, discipline, detention and confiscation rules are available on request. They will also be posted on our website before the Academy opens.