

# MOVING UP TO YEAR 7

## INFORMATION BOOKLET



**Manor Croft Academy**



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Old Bank Road, Dewsbury, WF12 7DW

**Principal: Mr. K. Nikoumaram**





# PRINCIPAL'S WELCOME

WELCOME TO MANOR CROFT ACADEMY



I am delighted to see that you are on the list of students we will welcome to Manor Croft Academy in September 2023. I wish you a very warm welcome.

Moving up to secondary school is a giant step in your journey to becoming a young adult, but it shouldn't be a leap into the unknown. You can be sure that at Manor Croft Academy we will set you firmly on the path towards higher education and onto a lifetime of success.

Manor Croft is a caring, special and improving place to learn with high expectations of both students and staff. We are proud of the achievements of our students both in terms of examination results and their wider successes. We will do everything we can to provide you with a happy and fulfilling school life which will underpin your future achievements.

We aim to ensure that the transition process from primary to high school runs as smoothly as possible and minimise any disruption or anxiety for you and your parents. I hope this booklet will help you with the next phase of your learning journey.

We encourage you and your family to keep up to date with information on celebrations, events and news at Manor Croft Academy. An excellent way of doing this is via our school website [www.manorcroft.org.uk](http://www.manorcroft.org.uk) and social media pages on Twitter [@DeltaManorCroft](https://twitter.com/DeltaManorCroft).

If you or your parents have any concerns or queries regarding your move to the school, please do not hesitate to contact the school reception on 01924 325230 and we will arrange for you to speak to an appropriate member of staff or via email: [info@manorcroft.org.uk](mailto:info@manorcroft.org.uk) which we will forward on for you. We look forward to working with you to ensure your success throughout this next phase in your education.

Yours faithfully  
**Kion Nikoumaram**  
Principal



## TOP TIPS

**GAIN CONFIDENCE**

**GAIN INDEPENDENCE**

**ENJOY IT. HAVE FUN**

**MAKE FRIENDS**

**DON'T WORRY**

**BE PREPARED**

**EMBRACE EVERY OPPORTUNITY**



# LEARNING MANAGER

WELCOME TO MANOR CROFT ACADEMY!

Each year group has their own **Learning Manager**.

**Mrs Firth** is the Learning Manager for Year 7.

You should look for **Mrs Firth** if you need any kind of support.

**For example:**

If you need to speak to someone about something important, something that is worrying you or if you are struggling with work.



Mrs Firth



# TIMES OF THE DAY

**School starts at 8:25 and ends at 14:30.**

Your first lessons begins at **8.25**,  
so you should be in the academy by **8.20** at the latest.

TIME	PERIOD
8:25-9:25	Period 1
9:25-10:25	Period 2
10:25-10:45	Break
10:45-11:00	Registration
11:00-12:00	Period 3
12:00-12:30	Period 4a
12.30-13.00	Lunch
13:00-13:30	Period 4c
13:30-14:30	Period 5
14:30-15:30	Enrichment





# EXAMPLE TIMETABLE

You will be given a copy of your timetable to put into your planner on your first day.

- **days** are across the top of your timetable
- **period/lesson** is down the side of the timetable

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
P1	<b>French</b> Miss K Connor <b>L2</b>	<b>Graphic Products</b> Mrs J-C Laverick <b>T4</b>	<b>History</b> Mr E Walton <b>H1</b>	<b>Info Tech</b> Mr M Hodkinson <b>IT4</b>	<b>Mathematic</b> Mr T S Pearce <b>M2</b>
P2	<b>History</b> Mr E Walton <b>H1</b>	<b>Science</b> Dr P R Heywood <b>S1</b>	<b>English</b> Miss S McKenzie <b>E4</b>	<b>Mathematic</b> Mr T S Pearce <b>M2</b>	<b>Geography</b> Miss N Brown <b>H5</b>
R	<b>Tutorial</b> Mrs C L Lowery <b>L1</b>	<b>Tutorial</b> Mrs C L Lowery <b>L1</b>	<b>Tutorial</b> Mrs C L Lowery <b>L1</b>	<b>Tutorial</b> Mrs C L Lowery <b>L1</b>	<b>Tutorial</b> Mrs C L Lowery <b>L1</b>
P3	<b>Mathematic</b> Mr T S Pearce <b>M2</b>	<b>English</b> Miss S McKenzie <b>E4</b>	<b>Science</b> Mrs F Ali <b>S4</b>	<b>Physical Education</b> Miss S J Jones	<b>French</b> Miss K Connor <b>L2</b>
P4a	<b>Science</b> Mrs F Ali <b>S4</b>	<b>Mathematic</b> Mr T S Pearce <b>M2</b>	<b>Graphic Products</b> Mrs J-C Laverick <b>T4</b>	<b>Geography</b> Miss N Brown <b>H5</b>	<b>Music</b> Mr B Mungoven <b>PA2</b>
P4b	<b>Lunch</b>	<b>Lunch</b>	<b>Lunch</b>	<b>Lunch</b>	<b>Lunch</b>
P4c	<b>Science</b> Mrs F Ali <b>S4</b>	<b>Mathematic</b> Mr T S Pearce <b>M2</b>	<b>Graphic Products</b> Mrs J-C Laverick <b>T4</b>	<b>Geography</b> Miss N Brown <b>H5</b>	<b>Music</b> Mr B Mungoven <b>PA2</b>
P5	<b>Physical Education</b> Miss S J Jones	<b>EPC</b> Miss N K Jackson <b>E3</b>	<b>Music</b> Mr B Mungoven <b>PA2</b>	<b>English</b> Miss S McKenzie <b>E4</b>	<b>English</b> Miss S McKenzie <b>E4</b>



# PLANNERS

## PASSPORT TO LEARNING

On your first day you will be given a planner which you must keep with you at all times during the academic year. Your planner is your **'PASSPORT'** and you must carry your planner with you **EVERY DAY**.

Your planner contains useful information as well as a diary which you can use to keep track of your homework, enrichments, pledges and detentions.

It contains details of the school holidays, bank holidays and term times.

It contains coloured pages which are used in every lesson to support your learning and to ask for help.

It contains other information which you may need for lessons.

Your parent/carer can write in your planner to communicate with staff at the academy.







# CLASS GROUPS

**You will be placed in a form group with students from Year 7.**

You will also be taught:

- Science,
  - Computing,
  - Geography,
  - History,
  - EPC,
  - French,
- in these groups.



You will also study:

- English and Maths in ability groups,
  - PE in separate boys/girls groups,
  - Creative skills subjects in mixed groups,
- which will consist of different students to the form group.



Technology lesson



# ATTENDANCE

**You should always aim to get 100% attendance every year.**

If you are absent from the academy your parents/carers must contact the academy by telephone on the first day of your absence. If we do not hear from your parent/carer then the academy will make contact, usually via the text messaging service but it may be a home visit. If you are to remain off school your parent/carer should keep us informed on a daily basis.

If you arrive after 8.25am when lessons start you will be given a late mark in the register. Late comers must report to student reception before 8.35am or main reception thereafter as part of health and safety regulations. Students arriving late will be given a detention, however, the detention will be given for the following day where possible. Persistent late comers will be referred to the welfare team as this is considered an absence from school.

# HOMEWORK

**All students will have homework in every subject once a week.**

You will be provided with a homework timetable when you start at the academy.

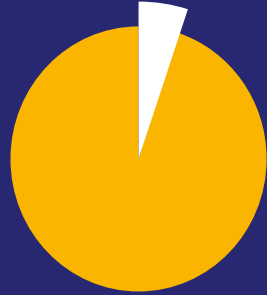
Year 7 students' homework will be Knowledge Organiser based in all subjects as well as Spax in Maths and reading in English. All students will be provided with a Knowledge Organiser in September.

# ATTENDANCE AND PUNCTUALITY

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Research shows that students with the highest attendance are the students who tend to achieve the best results and benefit the most from education and related opportunities.

DO YOU THINK  
95% ATTENDANCE  
IS GOOD?  
THINK AGAIN!  
YOU WILL HAVE MISSED  
**57 LESSONS**



## WHAT YOUR ATTENDANCE MEANS

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- **95% = 57**  
LESSONS MISSED
- **90% = 114**  
LESSONS MISSED
- **80% = 228**  
LESSONS MISSED



# PLEDGES

**Pledges are all about developing you as a person and allowing you to gain rounded experiences in and out of the academy.**

**These include:** regular attendance at an enrichment activity, representing the academy in sports, cultural or academic events, taking part in productions and presentations, being an active member of Student Voice and participating in fundraising events.

Every time you achieve a pledge, this is signed and dated in your pledge record.



**3 pledges**  
is  
your passport  
to  
**Year 8**  
**Graduation**

**7 pledges**  
is  
your passport  
to  
**Year 11**  
**Prom**

**10 pledges**  
is  
your passport  
to  
**a rewarding**  
**future career**



# BE OUTSTANDING

## TRI-STARS

In each lesson three students are awarded a 'Tri-Star' this is given to those students that have shown outstanding effort and or achievement in that particular lesson.

They are awarded a point which is then converted into raffle tickets at the end of each term. These tickets are then entered into a draw of the student's choice which are for prizes such as 'Love to Shop' vouchers, cinema tickets, Xbox vouchers, electrical gadgets, etc.

## PROUD

All Manor Croft students can be rewarded with a 'Proud' for any work that goes above and beyond expectations. Students who receive a proud are celebrated on 'Proud Thursday' and go into a draw to win vouchers and other prizes.

# BE RECOGNISED

You will be rewarded for your achievements in many different ways:

- Free breakfasts
- 'Tri-star' raffle draw
- Boxes of chocolates
- Vouchers
- Pizzas
- Attendance prizes or trips
- Proud Thursday



...and many other celebration events throughout the year.





# STUDENT LEADERS

**The Student Leadership programme is run entirely by students, for students. The agenda is set by its members. Each meeting is chaired by senior students of the Council and minutes are ratified before being handed to the Principal.**

Scheduled meetings are put in place so that each Assistant Principal is held accountable for their respective strategies for improvement.

**These areas are:**

Student Achievement, Student Learning, Student Wellbeing and Student Community Action.

The student leadership programme is for any student who wishes to represent the school and has a solution based approach to school issues. It is open to any member of Manor Croft Academy who is willing to put themselves through the rigorous application process.

**Roles within the student leadership team include:**

HEAD BOY

HEAD GIRL

DEPUTY HEAD BOY

DEPUTY HEAD GIRL

REPRESENTATIVES FROM EACH FORM IN YEARS 7 TO 10





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Compulsory Academy Uniform





# COMPULSORY ACADEMY UNIFORM

**Delta Logo blazer**

**Delta tie**

**Plain white shirt/blouse with collar**

(Top button must be fastened and tucked in, long or short sleeved)

**Black Trousers or Black Skirt**

Black tailored trousers or black tailored skirt (plain black tights must be worn with a skirt – minimum 40 denier)

**Plain Black, Flat Polishable Shoes** (no embellishments, logos, bows)

Trainers, boots, pumps or canvas shoes are not permitted

**Black socks or black or neutral plain tights**

**A school bag** (big enough to fit an A4-sized folder)

## PE KIT

Delta polo shirt

Delta PE shorts

Delta reversible outdoor games top

Plain black knee-length socks

Appropriate trainers/football boots

## OPTIONAL UNIFORM

**Academy logo jumper**

(Worn with Academy blazer, not as a substitute)

**Plain black belt** (no large buckles)

**Delta Academies Trust ¼ zip PE top + tracksuit bottoms**

**PE skirt for girls.**





# KEEPING UP APPEARANCES

- **Make-up** is not permitted, fake tan is also not allowed.
- **Jewellery** of any kind is not permitted.
- **A digital or analogue watch** is permitted (no smart watches).
- **Varnished/gel/acrylic/false nails** are not permitted.
- **Hair:**  
Only natural colours permitted.  
Short cuts below a grade two are not permitted.  
Shaved patterns are not permitted.
- **Mobile phones, MP3s, iPods and video game devices** are not permitted in the academy.



Appearance



# GET YOURSELF EQUIPPED

## The equipment you will need:

- Manor Croft Academy Planner  
(will be provided on the first day of the academic year)
- Knowledge Organiser (will be provided by the academy)
- A bag large enough to fit an A4 folder
- Blue or black pens
- Red pen
- Pencils
- Ruler
- Reading book
- Calculator

## Other optional equipment could include:

Pencil sharpener, eraser, coloured pens, highlighters...





# EATING AND DRINKING

- **All food and drink must be consumed in the dining hall**
- **Water may be permitted in traditional teaching rooms**  
(not in library, computer rooms or science labs)
- **Chewing gum** and **energy drinks** are not permitted anywhere on the academy site.



Our Dining Facilities



# The Cafe

## SAMPLE MENU

	Monday	Tuesday	Wednesday	Thursday	Friday
<b>Main Meal (Meat)</b>	Southern Fried Chicken	Homemade Chicken Tikka Masala	Fresh Roast Lamb of Pork and Yorkshire Pudding	Winter Warmer Beef Stew and Dumpling	Fresh Beef Burger in a Bun
<b>Main Meal (Vegetarian)</b>	Quorn Vegan Dippers	Homemade Vegetable Tikka Masala	Roast Quorn Filet	Winter Warmer Vegetable Stew	Quorn Nuggles
<b>Freshly Baked Jacket Potatoes</b>	Tuna Mayo Grated Cheddar Cheese Coleslaw Baked Beans Chef's Choice of the Day	Tuna Mayo Grated Cheddar Cheese Coleslaw Baked Beans Chef's Choice of the Day	Tuna Mayo Grated Cheddar Cheese Coleslaw Baked Beans Chef's Choice of the Day	Tuna Mayo Grated Cheddar Cheese Coleslaw Baked Beans Chef's Choice of the Day	Tuna Mayo Grated Cheddar Cheese Coleslaw Baked Beans Chef's Choice of the Day
<b>Daily Vegetables</b>	Mixed Salad	Seasonal Selection	Seasonal Selection	Seasonal Selection	Mixed Salad
<b>Daily Carbohydrates</b>	Chips	50/50 Rice Naan Bread	Roast Potatoes	Mashed Potato	Seasoned Potato Wedges
<b>Daily Pasta</b>	Pasta Pot With Daily Sauce Selection	Pasta Pot with Daily Sauce Selection	Pasta Pot With Daily Sauce Selection	Pasta Pot With Daily Sauce Selection	Pasta Pot With Daily Sauce Selection
<b>Grab &amp; Go</b>	Fresh Homemade Daily Selection of Paninis, Wraps, Baps, Sub Roll & Sandwiches	Fresh Homemade Daily Selection of Paninis, Wraps, Baps, Sub Roll & Sandwiches	Fresh Homemade Daily Selection of Paninis, Wraps, Baps, Sub Roll & Sandwiches	Fresh Homemade Daily Selection of Paninis, Wraps, Baps, Sub Roll & Sandwiches	Fresh Homemade Daily Selection of Paninis, Wraps, Baps, Sub Roll & Sandwiches
<b>Dessert of the Day</b>	Homemade Fresh Fruit Salad	Frozen Toffee Yoghurt Pot	Homemade Apple Crumble, served with Custard	Strawberry Ice Cream Pot	Homemade Pear and Apple Sponge, Served with Custard
<b>Home Bakes</b>	Homemade Flapjack Homemade Chocolate Brownie Homemade Chef's Choice of the Day	Homemade Flapjack Homemade Chocolate Brownie Homemade Chef's Choice of the Day	Homemade Flapjack Homemade Chocolate Brownie Homemade Chef's Choice of the Day	Homemade Flapjack Homemade Chocolate Brownie Homemade Chef's Choice of the Day	Homemade Flapjack Homemade Chocolate Brownie Homemade Chef's Choice of the Day
<b>Fruit Selection</b>	Seasonal Selection	Seasonal Selection	Seasonal Selection	Seasonal Selection	Seasonal Selection
<b>Yoghurts</b>	Daily Variety of Flavours	Daily Variety of Flavours	Daily Variety of Flavours	Daily Variety of Flavours	Daily Variety of Flavours





# ENRICHMENT ACTIVITIES

FOOTBALL  
NETBALL  
RUGBY  
CRICKET  
ROUNDERS/SOFTBALL  
BASKETBALL  
TABLE TENNIS  
GYM CLUB  
COOKING CLUB  
SCIENCE CLUB  
POKEMON CLUB  
MATHS CLUB  
GAMING & CODING CLUB  
DRAMA/DANCE WORKSHOP  
MUSIC CLUB  
CREATIVE WRITING CLUB  
GEOGRAPHY CLUB  
CLUB FRANÇAIS  
ART CLUB





# ICEBREAKER

**Step 1: Fill in all your preferences under 'Self'**

**Step 2: Ask other people and fill in the 'Friend' box**

1	<b>Favourite Colour?</b>
2	<b>Favourite School Subject?</b>
3	<b>Birthday Month?</b>
4	<b>Favourite TV Soap?</b>
5	<b>Eye Colour?</b>
6	<b>Favourite Pop Group?</b>
7	<b>Favourite Food?</b>
8	<b>Favourite Drink?</b>
9	<b>Hair Colour?</b>
10	<b>Favourite Actor?</b>
11	<b>Favourite Actress?</b>
12	<b>Favourite Book?</b>
13	<b>Favourite Sport?</b>
14	<b>Shoe Size?</b>
15	<b>Favourite Season?</b>





# ICEBREAKER

**Self**

**Friend**




# NOTES

A series of horizontal dotted lines for writing notes.



# NOTES

A series of horizontal dotted lines for writing notes.



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**Delta Academies Trust**