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Nurturing inclusive learning communities

Engage Academy

# Parent/Carer Handbook 2021/22

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# Head Teacher's welcome

## Dear Parents/Carers,

On behalf of our staff and pupils it gives me great pleasure to welcome you to Engage Academy.

At Engage Academy we offer a nurturing, safe, inclusive and friendly environment where the building of trusting relationships is paramount.

We have extremely high expectations and achieve good academic progress across the curriculum with an emphasis placed on improving pupils' reading, writing and maths skills through personalised and creative learning opportunities.

We have a creative curriculum that enables all pupils, regardless of need, to achieve their potential and thrive in their new schools. This curriculum aims to practically support pupils in a range of ways; offering support for well-being and an acknowledgement of their skills and talents in the wider curriculum. Pupils previously disengaged from learning re-engage with a new-found enthusiasm and zest for learning.

We have a high focus on healthy lifestyles which in turn supports the mental health of our pupils. We encourage them to be active and teach about healthy diets.

This guide is designed to give you an overview of what we offer though you will be able to find further information on our website or please get in touch.

We look forward to hearing from you.



**Alison Ward**  
*Head Teacher*



# How to contact Engage Academy



01924 476449



[engageoffice@eat.uk.com](mailto:engageoffice@eat.uk.com)

Staff will be available on school mobile phones between **8:30 am and 3:00 pm**, Monday to Friday. Any messages left outside of these hours will be returned at the earliest opportunity within the designated hours.

## Class Contact Details

### Dolphins

07803 508257

### Whales

07803 508273

### Penguins

07803 508277

# The School Day

Engage Academy begins for pupils at **08.45am** and finishes at **2.30pm**, Monday – Friday.

Pupils have a break and lunch where they are supported to engage positively with their peers.

If your child cannot attend school, it is your responsibility to contact the school reception on 01924 476449 on the **FIRST** day of absence. Engage Academy has clear procedures in place to ensure pupils attend school and the school will be in contact with parents during any periods of absence and on occasions of any prolonged absence.





# Poppy, the Engage Academy Dog

These are a few of the many reasons why we decided to get a school dog:

- Dogs teach children responsibility;
- Dogs teach children patience;
- Dogs teach children about socialisation;
- Dogs are fun.

The Engage Academy dog, Poppy, lives with Mrs Fellows. She is a very caring and well-behaved dog with a brilliant temperament. She thinks she is another pupil and loves to be with her 'peers' when in fact she is a most valuable member of staff.



# Classes

At Engage Academy we have three classes;



**Dolphins**

**Whales**

**Penguins**

Children are placed into classes based on the information that we have. This may change as we get to know your child.

# Engage Academy Nurture Principles

At Engage Academy we work alongside the Six Principles of Nurture.



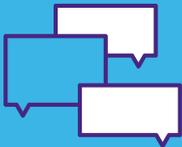
- 1.** All children learn in different ways, we want to find the best way for you.



- 2.** Your classroom is your safe space.



- 3.** It is important that we support your mental health and wellbeing.



- 4.** Keep talking to people, it is important to share your feelings and ideas.



- 5.** Your body language and actions are also a way to show your feelings.



- 6.** We understand that change can be difficult and we want to support you with any changes.

# Transport

At Engage Academy, we work closely with parents, referring schools and any other professionals to ensure the most appropriate arrangements are put in place to support excellent attendance. Where possible, pupils should be transported/escorted by parents. As we recognise that parents are not always able to provide transport, in some circumstances Engage Academy can offer a taxi or use one of our three minibuses.

It is expected that all pupils using minibuses or taxis behave appropriately and wear a seatbelt at all times. Travel arrangements will be reviewed regularly to ensure we are supporting all pupils appropriately.

Some pupils are able to access School Transport that is provided by the local authority. Please look at the website for further details; this can be found in the Service Directory.

# Uniform

One of our aims is to support and improve the physical and mental health of pupils. As part of this, pupils have been taking part in a much more active curriculum than ever before and we are all seeing the benefits of it, not just in terms of physical fitness but in concentration and engagement in class too. This is something that we are intent on continuing into years ahead with our daily mile challenge, increased PE lessons, outdoor learning and active playtimes.

In order to do this successfully, following our own observations, we would like to move away from a restrictive uniform and make the change to an active school uniform. The changes see the removal of school trousers/skirts and formal shoes to the following:



## Engage Academy's Active School Uniform

- ▶ Engage Academy sweatshirt with logo (1 provided on arrival)
- ▶ Plain black jogging bottoms or plain black shorts
- ▶ Plain white polo shirt
- ▶ Trainers

**Hoodies and hats must be removed once on site. Mobile phones must be handed in to staff upon arrival.**

**All pupils must wear black pumps when inside the building for health and safety reasons.**



# Curriculum

Engage Academy offers a broad and balanced curriculum that ensures pupils cover a variety of objectives from the national curriculum whilst also supporting the individual SEMH and learning needs of every pupil. Pupils engage in subjects that 'mirror' those being taught in mainstream schools, including English, maths, science, computing, history, geography, physical education, personal, social and health education (PSHE), religious education, citizenship and art. Many of the subject areas are taught through topics, as part of our creative curriculum.



## English

### Phonics

All pupils are assessed on arrival using the Ruth Miskin scheme Read, Write, Inc assessment. They are then grouped accordingly and access RWI either in small groups or on a 1-1 basis to develop early reading and writing skills. Daily lessons consist of learning new sounds and practising previously learnt sounds before learning to 'Fred talk' words to blend and read them. Pupils will also be taught to form the letters correctly and sound out the words to segment to speed them before learning to hold a sentence in their head to write it.

## Reading

Pupils still learning phonics through RWI access daily reading as part of the phonics lesson from a book matched to the sounds that they know. This ensures that the reading is at an accessible level for pupils to practise and apply the skills learnt in their phonics lessons. Pupils will also have access to a book banded reading scheme to select from as they wish encouraging reading for pleasure and breadth of comprehension skills.

Pupils that are fluent readers will access daily reading through the book banded reading scheme at a level determined by a combination of teacher assessment, pupil engagement and resilience. Pupils will access guided reading as part of their English lessons. They will also have access to a variety of supportive and accessible texts to allow development of comprehension skills.

Pupils access daily English lessons which are planned at an appropriate level for each class. These lessons cover the national curriculum for English over the course of the year. Other opportunities for writing with a purpose are built into the curriculum in a cross curricular way. This can be using trips and visits as a stimulus or linking the English into activities run by our forest school's practitioner.

## Oracy

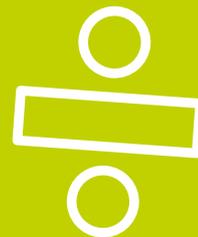
Speaking and listening is an integral part of our curriculum and activities to promote this are threaded throughout the day. Pupils participate in breakfast assembly, snack time and lunch time with a focus on conversational skills and such communication is consistently modelled by staff. Many pupils access personalised intervention in this area of need whilst they are with us at Engage.

# Maths

Pupils' maths skills are assessed upon arrival using teacher assessment. Maths is taught across school by following the White Rose Mixed Age Schemes of Learning to best fit the main cohort in each class. Individual pupils receive intervention where needed using a range of schemes such as Numicon's Breaking Barriers. Pupils are taught using the concrete, pictorial and abstract approach ensuring that they are confident at each level before moving on. They are encouraged to verbalise and explain their answers to demonstrate their thinking and understanding. Pupils are encouraged to be independent in their learning and challenge themselves to move into abstract thinking when they feel that they can.

The style of maths lesson varies between classes depending on the ages and needs of the pupils with lots of our mathematical learning being incorporated into the continuous and creative curriculum. New mathematical vocabulary is embedded through other areas of the curriculum including weekly cooking lessons and den building, measuring and direction work within the forest area. We also use a variety of different maths interventions for pupils who are finding concepts difficult to grasp.

In some classes, maths skills are consolidated through play within the continuous provision and have access to various online programmes to practise skills such as times tables.



# Personal Development

As a part of your child's education at Engage Academy, we promote personal wellbeing and development through a comprehensive Personal, Social, Health and Economic (PSHE) education programme. PSHE education is the curriculum subject that gives children the knowledge, understanding, attitudes and practical skills to live safe, healthy, productive lives and meet their full potential.

PSHE education is taught throughout the school in every class and is monitored and reviewed regularly by the staff and Trustees. Please visit the school's website for more detail about our PSHE curriculum. All PSHE teaching takes place in a safe learning environment and is underpinned by our school ethos and values.

During the school year, your child's class will be taking part in lessons which will have some focus on the relationships and health aspect of this programme. We can assure you that our RSHE provision is appropriate for our pupils based on their:

- > **Age**
- > **Physical and emotional maturity**
- > **Religious and cultural backgrounds**
- > **Special educational needs and disabilities**

As a school community, we are committed to working in partnership with parents and would welcome your views on developing our RHSE provision further.

Here's how you can help! Look out for our parent survey.

At Engage Academy we provide our pupils with the life skills they need for a successful future through our character education offer. As well as secure academic skills, improved educational attainment, increased engagement and good attendance, we enable our pupils to develop as confident, resilient and independent young people, who are sociable, flexible, reliable and employable.

We provide a broad and balanced curriculum, to promote the spiritual, moral, social, and cultural (SMSC) development of pupils and prepare them for the opportunities, responsibilities and experiences of later life.

We are committed to moulding the next generation and our pupils will go on to become responsible, influential, respectful members of society.

# Creative Curriculum

Many of the subject areas are taught with a topic approach as part of our creative curriculum or through continuous provision, where appropriate, to engage pupils in their learning taking into account individual interests and specific needs. We have recently developed our outdoor area to include a forest area and outdoor classroom. Some pupils also have continuous access to a smaller outdoor area as part of their play-based learning which is set up with activities to support the current topics.



# Forest School

We have an outdoor classroom 'The Lodge' which allows us to expand our skill based curriculum to include further engaging, learning opportunities for our pupils.

The outdoor provision at Engage Academy now includes:

- **A woodland area where children can explore, make dens, learn tracking skills alongside, safety lessons on how to protect and care for our natural environment whilst having fun;**
- **A fire pit that is used as part of our fire safety lessons, the children learn how to build fires, to use for warmth and cooking;**
- **A mud kitchen developing creative play in a fun and enriching way;**
- **'The Lodge'- a purpose built outdoor classroom that has two workbenches incorporated, children can use tools to create and build objects such as birdhouses and bird feeders or just be artistic with our woodland materials to create natural art projects;**
- **A large sand pit- to develop and support imaginary and creative play.**



# Sports and Swimming

Engage Academy celebrate being active and encourage healthy lifestyles. We have a dedicated member of staff who leads on health and wellbeing and each week our pupils participate in a wide range of sporting. Some of the activities that pupils take part in include volleyball, cricket, tennis, boxing and archery. The focus is on developing pupils' ability to work as part of a team and progress their confidence through a variety of games and activities.

Pupils access swimming lessons delivered by trained Kirklees swimming instructors. The aim is to develop pupils' confidence in the water and establish good swimming skills. For pupils who are more confident in the water, they may work towards developing their endurance and complete lifesaving challenges.

Swimwear is needed when our swimming lessons. We will confirm swim times at the start of each academic year. Boys are required to wear trunks or lycra shorts and girls are required to wear a one-piece swimming costume. Pupils will also need a swimming cap as part of Kirklees guidelines for health and hygiene whilst swimming. Pupils will also be required to bring a towel.

# Positive Behaviour

At Engage Academy we promote a respectful and inclusive environment in which everyone has the best opportunity to learn. We always try our best to:

- **Be a good role model;**
- **Be resilient;**
- **Show respect;**
- **Have a positive attitude; and**
- **Try our best.**

If pupils are able to demonstrate these expectations then Dojo points are regularly given. These points can then be saved and spent in the Dojo shop. The more points you gain, the better the reward you can buy!

# Safeguarding

Engage Academy is committed to ensuring the welfare and safety of all children in our school and follows Kirklees Safeguarding Children Board procedures. Our policies are designed to help keep your child safe in school. These include a robust safeguarding policy, a positive relationship and behaviour policy and an attendance policy which can be found on our website. Our school is also part of Operation Encompass; a police and education early intervention safeguarding partnership which supports children and young people who experience domestic abuse.

## **Designated Safeguarding Leads (DSL)**

Ryan Taff – DSL

Alison Ward – Head Teacher

## **Deputy Designated Safeguarding Leads (DDSL)**

Clare Dawson – SENDCo and Class Teacher

Annette Dilai – Senior Inclusion Worker

Wendy Battye – Senior Inclusion Worker

The close working relationship between school staff and parents/carers is crucial to enable our learners to benefit fully from the education and support offered at Engage Academy. If you have any questions about any of these areas please speak to the one of the members of staff named above.



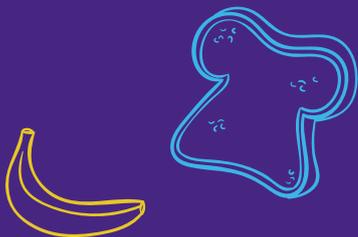
# Breakfast

## Example menu

Breakfast is provided daily and offers the opportunity to interact with others whilst developing social skills.

This time includes assembly and collective Worship.

- **Cereal e.g. Cornflakes, Rice Crispies, Weetabix, Ready Brek with milk.**
- **Toast/bread with butter**
- **Various fruit pots**
- **Apple or orange juice**
- **Baked beans**
- **Fresh fruit when available.**



# Lunch

## Example menu

All children have a hot lunch provided daily. Here's an example menu →



Monday	Tuesday	Wednesday	Thursday	Friday
<p><b>Tasty Meat Pie</b> <i>served with</i> Herby Diced Potatoes &amp; Broccoli Florets</p>	<p><b>Oven Baked Sausage or Vegetarian Sausage</b> <i>served with</i> Creamy Potatoes Garden Peas Baton Carrots &amp; Gravy</p>	<p><b>Roast of the Day</b> <i>served with</i> Traditional Accompaniments Oven Roast &amp; Creamed Potatoes &amp; Seasonal Vegetables</p>	<p><b>Flame Grilled Chicken Fillet in a Bread Bun</b> <i>served with</i> Mega Potato Wedges &amp; Crunchy Red Cabbage Coleslaw</p>	<p><b>Crispy Crumbed Fish</b> <i>served with</i> Chunky Chips &amp; Mushy Peas</p>
<p><b>Quorn Dippers &amp; Barbecue Dip</b> <i>served with</i> Herby Diced Potatoes &amp; Golden Sweetcorn</p>	<p><b>Quiche of the Day</b> <i>served with</i> Crispy Sliced Potatoes &amp; Garden Peas &amp; Baton Carrots</p>	<p><b>Breaded Salmon Fillet</b> <i>served with</i> Oven Roast &amp; Creamed Potatoes &amp; Seasonal Vegetables</p>	<p><b>Spicy Bean Burger in a Bread Bun</b> <i>served with</i> Mega Wedges &amp; Crunchy Red Cabbage Coleslaw</p>	<p><b>Margherita Pizza Swirls</b> <i>served with</i> Chunky Chips &amp; Baked Beans</p>
<p><b>Penne Pasta</b> <i>served with a choice of</i> Tomato &amp; Basil Sauce or Carbonara Sauce &amp; Garlic Bread</p>	<p><b>Jacket Potatoes</b> <i>served with a choice of</i> Cheese &amp; Coleslaw or Vegetable Chilli</p>	<p><b>Fusilli Pasta</b> <i>served with a choice of</i> Spicy Tomato Sauce or Vegetarian Bolognaise &amp; Garlic Bread</p>	<p><b>Jacket Potatoes</b> <i>served with a choice of</i> Tuna Mayonnaise or 'Boston' Baked Beans</p>	<p><b>Penne Pasta</b> <i>served with a choice of</i> Beef Bolognaise or Quorn Balls in Italian Tomato Sauce &amp; Garlic Bread</p>
<p><b>Sponge of the Day with Creamy Custard</b> <i>or</i> <b>Cheesecake</b> <i>or</i> <b>Chunky Fruit Pots</b></p>	<p><b>Creamy Rice Pudding with Fresh Fruit</b> <i>or</i> <b>Homemade Biscuits &amp; Fresh Fruit Juice</b> <i>or</i> <b>Fresh Fruit Salad</b></p>	<p><i>A selection of</i> <b>Reduced Sugar Desserts</b> <i>or</i> <b>Organic Yoghurts</b></p>	<p><b>Seasonal Fruit Crumble with Creamy Custard</b> <i>or</i> <b>Assorted Cupcakes</b> <i>or</i> <b>Fresh Fruit Kebabs</b></p>	<p><b>Chocolate &amp; Pear Pudding with Chocolate Sauce</b> <i>or</i> <b>A selection of Homebaking</b> <i>or</i> <b>Chunky Fruit Pots</b></p>

# Guidance and Useful Links

Engage Academy works closely with many different agencies. You can find all of these on our website at [engageacademy.uk.com](https://engageacademy.uk.com) in the Parents/Carers section. Below are a few key examples of what you can find.

## Resources for Autism

provide a range of support services for both children/young people and their families, including autism-specific home/community support for all ages and autism-specific parent/carer groups. They also offer autism-specific play and youth clubs and holiday playschemes for children and young people aged 8-19 years old.

## Special Needs Jungle

provides parent-led information resources and informed opinion about children and young people.

## KIAS

is committed to providing you with high-quality information, advice and support with special educational needs or disability enquiries on either 01422 266141 or 0300 330 1504.

## ADDISS

The National Attention Deficit Disorder Information and Support Service, provide information and resources about Attention Deficit Hyperactivity Disorder to parents, sufferers, teachers or health professionals. Telephone: 020 8952 2800

## National Autistic Society

is the leading UK charity for people with autism and Asperger syndrome and their families. They provide information, support, pioneering services and run a number of campaigns to raise awareness.

## NSPCC

help prevent abuse, rebuild children's lives and support families.



# Service Directory

## Adult & Family Learning Community Learning

Provides local learning activities for adults and families in their community.

North Kirklees - Helen Jones:  
[helenjones@kirkleescollege.ac.uk](mailto:helenjones@kirkleescollege.ac.uk)

South Kirklees - Kirsten Hunter:  
[khunter@kirkleescollege.ac.uk](mailto:khunter@kirkleescollege.ac.uk)

## ASK CAMHS

NHS's Child and Adolescent Mental Health Services (CAMHS) for young people and parents.

[northorpehall.co.uk/young-people/ask-camhs](http://northorpehall.co.uk/young-people/ask-camhs)  
 Tel: 0300 304 5555

## Attendance and Pupil Support - Education and Safeguarding Team

[Maggie.featherstone@kirklees.gov.uk](mailto:Maggie.featherstone@kirklees.gov.uk)  
 Tel: 01484 221000

## Barnardos Kirklees Young Peoples Service

A charity that helps and supports children in poverty, young carers or families looking to foster or adopt a child.

[Elizabeth.robson@barnardos.org.uk](mailto:Elizabeth.robson@barnardos.org.uk)  
 Tel: 01484 426100

## The BASE

Drug and Alcohol Support.

[changegrowlive.org/young-people/the-base-kirklees](http://changegrowlive.org/young-people/the-base-kirklees)  
 Tel: 01484 428778

## C & K Careers

Careers information advice and guidance for young people and adults in Kirklees in Calderdale.

[Ursula.parker@ckcareers.org.uk](mailto:Ursula.parker@ckcareers.org.uk)  
 Tel: 01484 225500 or 07812 971817

## CEOP (Child Exploitation and Online Protection)

Ethos College has a CEOP trained ambassador who can be contacted to discuss online concerns.

[Alison.ruck@pupilreferral.uk](mailto:Alison.ruck@pupilreferral.uk)  
 Tel: 01484 543328

[ceop.police.uk/safety-centre/](http://ceop.police.uk/safety-centre/)

**ChEWS (Children's Emotional Wellbeing Service)**

info@northorpehall.co.uk  
 Tel: 01924 492183  
 familydirectory@kirklees.gov.uk

**ESCAYP (Emotional Support for Children and Young People)**

escayp@yahoo.co.uk  
 Tel: 01274 878117

**Family Information Directory (Kirklees)**

kirklees.gov.uk/community/parentsCarers/familyInformation/search.aspx

**INSIGHT (Early Intervention in Psychosis)**

southwestyorkshire.nhs.uk/our-services/directory/kirklees-insight-team-early-interventions-psychosis/  
 Tel: 01484 343738

**Free School Meals**

<https://www.kirklees.gov.uk/beta/schools/free-school-meals.aspx>

Alternatively, you can search on the internet;  
 Kirklees free school meals

**KIAS (Kirklees Information and Advice Service)**

kirklees.gov.uk/beta/special-education

**Kirklees Children and Families**

kirklees.gov.uk/beta/children-and-families.aspx

**Kirklees CSE (Child Sexual Exploitation) Board**

kirkleessafeguardingchildren.co.uk/child-sexual-exploitation.html  
 Tel: 01484 221000

**Kirklees Duty and Advice**

for reporting any concerns around safeguarding.

kirkleessafeguardingchildren.co.uk/duty-and-advice.html  
 Tel: 01484 456848

**Kirklees Educational Psychology team**

Principal EP -Jayne Whitton

[jayne.whitton@kirklees.gov.uk](mailto:jayne.whitton@kirklees.gov.uk)

**Kirklees Emergency Duty Service (out of hours)**

Tel: 01484 414933

**Kirklees Exclusions**

[kirklees.gov.uk/beta/schools/pdf/maintained-exclusions.pdf](http://kirklees.gov.uk/beta/schools/pdf/maintained-exclusions.pdf)

[kirklees.gov.uk/beta/schools/pdf/academy-exclusions.pdf](http://kirklees.gov.uk/beta/schools/pdf/academy-exclusions.pdf)

[gov.uk/government/publications/school-exclusion](http://gov.uk/government/publications/school-exclusion)

**Kirklees Family Information Directory**

[familydirectory@kirklees.gov.uk](mailto:familydirectory@kirklees.gov.uk)

<http://www.kirklees.gov.uk/community/parentsCarers/familyInformation/search.aspx>

**Kirklees Integrated Youth Support Services (IYSS)**

[communitydirectory.kirklees.gov.uk/  
communitydirectory/organisationDetails.aspx-  
?orgId=2636](http://communitydirectory.kirklees.gov.uk/communitydirectory/organisationDetails.aspx?orgId=2636)

**Kirklees Safeguarding Children Board**

[kirkleessafeguardingchildren.co.uk](http://kirkleessafeguardingchildren.co.uk)  
Tel: 01484 543328

**Kirklees Stronger Families Programme**

[kirklees.gov.uk/beta/working-with-children/stronger-families.aspx](http://kirklees.gov.uk/beta/working-with-children/stronger-families.aspx)

**NHS DIRECT**

24 hour advice and health information service

Tel: 0845 4647

**PAPYRUS (Prevention of Young Suicide)**

HOPEline UK 0800 068 4141

**PCAN (Parents of Children with Additional Needs)**

An independent parent-led forum for parents and carers of children and young people with additional needs (age 0-25).

[info@pcankirklees.org](mailto:info@pcankirklees.org)  
[pcankirklees.org](http://pcankirklees.org)  
Tel: 07754 102336

**PREVENT**

Provides practical help to prevent people from being drawn into terrorism and also advice and support for young people who may be at risk of radicalisation.

<https://www.kirklees.gov.uk/beta/community-safety-partners/pdf/kirklees-prevent-strategy.pdf>

**Pupil Referral Service Health Advisor (School Nurse)**

Emma.watson@locala.org.uk  
Tel: 07976 482317

**Safeguarding Children Board**

[kirklees.gov.uk/beta/schools-and-education.aspx#special-education](http://kirklees.gov.uk/beta/schools-and-education.aspx#special-education)

**Safeguarding - Kirklees Safeguarding Children Board**

[kirkleessafeguardingchildren.co.uk](http://kirkleessafeguardingchildren.co.uk)  
Tel: 01484 221000

**School Transport**

<https://www.kirklees.gov.uk/beta/schools/school-transport.aspx>

Alternatively, you can search on the internet; Kirklees school transport [kirkleessafeguardingchildren.co.uk](http://kirkleessafeguardingchildren.co.uk)

**SENACT (Special Educational Needs Advice Centre Team)**

[kirklees.gov.uk/beta/special-education/pdf/guidance-for-fe-transfer-review.pdf](http://kirklees.gov.uk/beta/special-education/pdf/guidance-for-fe-transfer-review.pdf)

**SEXUAL HEALTH**

[locala.org.uk/your-healthcare/sexual-health/kirklees-sexual-health](http://locala.org.uk/your-healthcare/sexual-health/kirklees-sexual-health)  
Tel: 030 3330 9981

**Y.O.T (Youth Offending Team)**

[communitydirectory.kirklees.gov.uk/community-directory/organisationdetails.aspx?orgid=1703](http://communitydirectory.kirklees.gov.uk/community-directory/organisationdetails.aspx?orgid=1703)  
Tel: 01484 226263 (Huddersfield)  
Tel: 01924 482118 (Dewsbury)



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Nurturing inclusive learning communities