

Welcome to Year 10



Year 10 Information Booklet



Year 10 Information booklet

Contacting School

Telephone: 01332 772 706

8:00am-4:30pm Monday to Thursday

8:00am-4:00pm Friday

Email: info@derbymoorsch.derby.sch.uk

Website: [Derby Moor Spencer Academy](http://www.derbymoorsch.derby.sch.uk)

Please see below the names of staff you may need to contact at Derby Moor

Mrs C. Bhundia	Vice Principal Behaviour Attendance and Pupil Development. Lead Safeguarding Officer
Mr A. Brown	Assistant Principal Director of Inclusion SENDCo Deputy Safeguarding Officer
Mr A. Malik	Assistant Principal Standards Pastoral and Behaviour

Welcome to our school

Dear parents,

I would like to use this opportunity to introduce myself and our team as your child moves into year 10 and begins their journey towards their KS4 Exams. My name is Athenais Hill and I am the Progress Achievement Leader for Year 10. Alongside me, is Alyson Woodcock who will be operating as Year Manager. Together, we will be doing our best to look after our students as a whole. We pride ourselves on high achievement and as part of my role as a Progress Achievement Leader I will be working closely with our Year 10 students to support in their achievement moving forward.

Returning to school

As you may be aware, we will be having a staggered return in a similar fashion to last year. Here are the key dates for Year 10:

Year Group	First Day of Term	Arrival Window	Entrance to School
10	Thursday 5th September	08:30am—08:40am	Main Entrance

All students will be expected to arrive on time and enter the school within their arrival window, ready to enter form and begin the Tutor Period at 8:40am. Year 10 forms have been outlined below.

Form Tutors/Rooms

Year 10			
10SHS	S. Hussain		De11
10KMA(was MAK)	K. Marsom		Ho29
10LGR	L. Grainger		So6
10JKA	J. Kamp		Ho27
10USE(was HOU)	U. Selvaradj		Sp12
10SSH(was JOL)	S. Shaw	J. McGregor	Ho2
10KCO	K. Coley	S. Mason	De15
10BAU	B. August		Sp6
10ANA	A. Nadim		So18
10JAB	J. Abell		Sp7

Key staff roles

Pastoral/Academic Issues

Please use this guide to direct any queries to relevant staff:

Academic Progress Leader: Miss A. Hill (ahill@derbymoorspencer.org.uk)

- Concerns about progress in a particular class/subject
- Options queries
- Data Point queries
- Extra-Curricular/Careers Opportunities
- Homework
- Attendance

Pastoral Year Manager: Mrs A. Woodcock (awoodcock@derbymoorspencer.org.uk)

- Safeguarding concerns
- Reports of bullying
- Mental health concerns
- Social care/outside agency involvement
- Changes at home that might impact a student eg. Bereavement
- Checking Attendance on a daily basis

What about Form Time?

You will see your form tutor every morning (except for Wednesday) , therefore they will be the member of staff in school that will know you best. They will give you your timetable and any other information you require during your academic year at Derby Moor. At Derby Moor Academy you will participate in a variety of mandatory activities linked to Derby Moor's ethos and core values, including but not limited to:

- Assemblies
- Tutor time booklets
- News quiz
- Life skills
- Attendance/Behaviour/Pastoral data.
- Revision Tutor sessions

Attendance

The target for all Derby Moor Spencer Academy students is 97%. Many studies have shown the importance of good attendance and how it leads to academic success. Without consistent attendance your child will not make sufficient progress. Your child should attend school each and every day unless unable to do so.

How to report your child is absent

If your child is ill during the school day they will be assessed by school first aid. Should we feel they are too ill to remain in school, we will telephone you to arrange collection. We politely request that all appointments are made outside school times. If your child has an appointment during the school day you must send us the evidence of this. As attendance is a legal matter, absence can not be authorised without such evidence.

If your child is absent because of illness or some other circumstance that you haven't known about in advance, please inform the attendance office by phone (01332 772706 option 1) or email (attendance@derbymoorspencer.org.uk). If not, the absence will be recorded as unauthorised.

What are the key dates I need to be aware of?

Here are some key dates for your diary:

Term Dates	
Autumn Term	Wednesday 4th September - Friday 25th October
	Monday 4th November - Friday 20th December
Spring Term	Tuesday 7th January - Friday 14th February
	Monday 24th February - Friday 4th April
Summer Term	Tuesday 22nd April - Friday 23rd May
	Monday 2nd June - Wednesday 23rd July

Key Dates Continued

Inset Days (students not in school)	Drop Down Days
Monday 2nd September 2024	Friday 18th October 2024
Tuesday 3rd September 2024	Friday 17th January 2025
Friday 4th October 2024	Tuesday 1st April 2025
Friday 29th November 2024	Thursday 26th June 2025
Monday 2nd December 2024	
Monday 6th January 2025	

Parents Evening
Wednesday 23rd April 2025

The Academy Day

The structure for Monday, Tuesday, Thursday and Friday:

08.35	Students should be on site and lined up ready for Tutor Time
08.40	Tutor Time
09.00	Period 1
10.00	Period 2
11.00	Break
11.20	Period 3
12.20	Period 4
13.20	Lunch
14.05	Period 5
15.05	School Day Ends

The structure for Wednesday:

08.35	Students should be on site and lined up ready for Period 1
08.40	Period 1
09.40	Period 2
10.40	Break
11.00	Period 3
12.00	Period 4
13.00	Lunch
13.45	Period 5
14.45	School Day Ends

Uniform and Equipment

The school operates a compulsory dress code that all students adhere to. We expect our students to wear our uniform with care and pride that includes to and from school when they are out in the community. Our uniform suppliers are Uniform Direct and Morleys.

What are our expectations of behaviour and conduct?

Students should be expected to arrive to school on time, in full uniform and with the appropriate equipment to ensure a strong start to their academic year. It is vital that all students are equipped with the correct tools to support their learning. Under no circumstances should a student be sent to school without the following:

- A bag which is large enough to carry a folder if necessary
- A pencil case which contains a pen, a green pen, a pencil, rubber and ruler
- A school planner (these will be issued to students on the first day of term)
- A Drinks bottle - students are allowed to use a transparent reusable drinks bottle, The only drink permitted to be carried is water.

What about Uniform?

Here is a full breakdown of acceptable items of Uniform as per our Uniform Policy:

- Derby Moor Spencer Academy Blazer — black with Academy Logo
- Plain long or short sleeved shirt – white and a collar. Shirts must be tucked in at all times.
- Derby Moor Spencer Academy clip-on tie
- V-Neck Sweatshirt – black with Derby Moor Spencer Academy Logo
- A black pair of business cut trousers or formal skirt. These must be of a professional nature. Skinny fit/leggings/footless tights and such like are not permitted. The skirt must reach the top of the knee and not be made of a stretchy material. These can be purchased from any appropriate retailer and are also available from our uniform supplier.
- Kameez - Plain black, plain cotton, straight line, mid-calf length dress with round neck and long or short sleeves
- Scarf/Chunni/ Dupatta - Plain black or white, plain cotton scarf
- Footwear - Flat, black shoes (no logos), with a sturdy sole, that can be polished and are not suede. Training shoes of any type are not allowed apart from for PE lessons, or sporting activities at break times.
- Due to students being required to spend social time outside, I would advise you to also ensure students attend school with a warm, ideally waterproof jacket.
- Students will be given coloured lanyards denoting their year group.



Ordering Uniform

Morleys

Visit the store: Morleys School Outfitters, Unit 2 St Mary's Retail Park, 446 Nottingham Road, DE21 6PE.

Order Online: www.schoolwearsolutions.com

Telephone: 01332 281311

Uniform Direct

Order Online: www.uniform-direct.com

Visit the store: 54 Babington Lane, Derby, DE1 1SX.

Telephone: 01522 510016

PE Kit:

Compulsory

- Collared black polo shirt with House colour panel and school logo (Indoor lessons). A plain black t-shirt (without logos) can be worn as an alternative.
- Black long sleeve shirt with House colour panel and school logo (outdoor lessons). A plain long sleeve shirt (without logos) can be worn as an alternative.
- Plain black football socks
- Training shoes with non-marking soles (Canvas trainers/pumps are not allowed)
- Plain black tracksuit bottoms

Optional

- Plain black track suit with school logo
- Plain black shorts
- Shin pads

Please note that students will be asked to remove all footwear and socks for lessons in the Dance Studio/Gymnasium.

Appearance

We expect you to wear our uniform with care and pride that includes to and from school when you are out in the community. Our uniform suppliers are Uniform Direct and Morleys.

It is really important that you follow the rules below at all times. This helps you get ready for future employment as the majority of workplaces have expectations for your appearance and dress code.

- Haircuts must not be extreme; long hair must be tied back during practical lessons such as Science / PE and Technology. The Principal's decision on the suitability of a haircut is final.
- Haircuts should not be shaved or include patterns and "non-natural" coloured hair is not permitted e.g. red, pink, blue, purple etc.
- All students will be expected to wear a warm, waterproof coat during colder weather, removing it when inside the building.
- Hoodies are not permitted in school at any time.
- The wearing of make up, tinted lipsalve and nail varnish is not allowed.
- No nail extensions, false nails or nail polish is permitted.

Jewellery

- The school reserves the right to request any student to remove jewellery which we believe could cause injury to themselves or others.
- Nose rings and nose studs are not allowed.
- Earrings: students may only wear one small, solid stud per ear. They must be removed during P.E. sessions.
- No other form of body piercing is allowed in school.
- The steel bangle worn by members of our Sikh Community has a religious significance. It should be as small and light as possible for safety reasons. No other type of bracelet should be worn.
- No rings are allowed and no visible necklaces.
- Students may wear a wrist watch.

Any items worn that do not follow our expectations will be confiscated during the school day.

Students will need to collect any items from student reception at the end of the day.

Corrections Grid

We have the highest expectations of our community in terms of conduct, communication and commitment to learning. When things go wrong we use corrections to help change behaviours and improve standards. The grid below is not exhaustive but acts as a guide to the kind of corrections that will be issued for a range of behaviours. The context will determine which corrections staff issue.

	C1 / C2 - Restoratives	Out of Lesson 20 minutes	C3 40 minutes	Staff on Call 60 minutes	Internal Fixed Term Exclusion	Fixed Term Exclusion / Alternative Provision	Permanent Exclusion
Off task in lesson	✓		✓	✓			
Answering back to staff	✓		✓	✓			
Breaking no contact rule	✓		✓	✓	✓	✓	
Incorrect uniform / equipment		✓					
Missing uniform / equipment		✓					
Late to lesson		✓					
Persistently late to lesson			✓	✓	✓		
Late to school		✓					
Refusal to hand mobile phone / headphones		✓	✓	✓	✓		
Non-Permitted / Banned items			✓	✓	✓	✓	✓
Walking away from a member of staff			✓	✓	✓	✓	
Inappropriate Language		✓	✓	✓	✓	✓	
Absconding school				✓	✓		
Leaving a lesson without permission			✓	✓	✓		
Refusal to follow instructions			✓	✓	✓	✓	
Lesson truancy				✓	✓	✓	
Persistent disruption		.	✓	✓	✓	✓	✓
Vandalism of school property				✓	✓	✓	

	C1 / C2 - Restoratives	Out of Lesson 20 minutes	C3 40 minutes	Staff on Call 60 minutes	Internal Fixed Term Exclusion	Fixed Term Exclusion / Alternative Provision	Permanent Exclusion
Inappropriate language towards a member of staff				✓	✓	✓	
Racist / transphobic / homophobic comments or behaviour				✓	✓	✓	✓
Bullying			✓	✓	✓	✓	✓
Child on Child Abuse			✓	✓	✓	✓	✓
Theft					✓	✓	✓
Verbally threatening a member of staff					✓	✓	✓
Physical violence towards staff						✓	✓
Using an implement to harm another person						✓	✓
Throwing water		.		✓	✓	✓	
Throwing an object		.		✓	✓	✓	✓

Multiple infractions of our behaviour policy will result in correction times being aggregated up to a maximum of 60 minutes in any one evening.

Mobile Phones

You are not permitted to use a mobile phone during the school day at any point. If you need to have one for safety on the way home, then it must be kept switched off in your school bag. Any mobile phones that are seen, heard or used during the school day for any reason (including contacting home) will be confiscated immediately and may have to be collected by a parent/carer.

If you need to contact your parent/carer urgently during the school day, you can do this by going to student services.

Data Points/Attitude to Learning Grades

As part of our reporting process, you will be aware that across the course of the academic year you will receive a number of Data Point Reports sent home detailing your child's Attitude to Homework, Attitude to Lessons and Predicted Grades in each of their subjects.

We are currently working on the basis that Year 10 students will receive three reports across the academic year. I have included information on the descriptions for the attitude to learning and attitude to homework grades they will receive.

There is a direct link between the attitude and behaviour that students present and their attainment. This is a **best-fit** model and the student may not display **all** of the characteristics in the category.

Explanation of Grades for Attitude to Learning.

All students are given a grading based on their attitude to learning over time. The table below shows more detail on the types of behaviour typically shown by students with each of these grades.

1	2	3	4
- Student behaviour contributes positively to their own and others learning. - Student is highly motivated. They fully engage with tasks set. - Work produced by the student is always completed with a high level of care and attention. - Consistently on task, showing a high degree of commitment to the class and the learning environment. Attitude in lessons is always responsive and positive. - Willing to learn at all times – consistently contribute to, and participate in the lesson. - Student who consistently gives their best.	- Student behaviour contributes positively to their own learning. - Student is motivated in lessons to complete tasks set. - Work produced by the student is completed with due care and attention. - Attitude in class is constructive. Tasks are completed well demonstrating a willingness to join in and move their learning forward. - Often willing to learn – usually contribute to, and participate in the lesson. - Student who usually gives their best.	- Inconsistent Student behaviour limits their progress. - Student requires some teacher support to stay on task. - Work completed by the student is usually completed but may be lacking in care and attention. - Attainment is affected by inconsistent application. They sometimes remain on task. Concentration and work tend to be below the standard expected; often need reminding what is required. - Can be willing to learn – occasionally contribute to, and participate in the lesson. - Student who shows an inconsistent level of commitment.	- Inconsistent Student behaviour limits their own and others progress. - Student demands a high level of teacher time to stay on task. - Student work is rarely completed and lacks care and attention. - A negative attitude is displayed in class. They rarely remain on task or often fail to concentrate in lessons. Work is not completed showing no real commitment to their own learning or to the subject. - Rarely contribute and participate to the lesson. - Student who shows a low level of commitment.

Careers Education, Information, Advice and Guidance

At Derby Moor, all students are given the information, guidance and skills they need to make good choices for their future so that every student, regardless of background or personal circumstance can achieve and aspire to be the best they can be. We are proud to hold the Career Mark Platinum Award, 'recognising excellence in Careers, employability and enterprise' due to well embedded links with local, national and international businesses and educational institutions. Together the curriculum and extra-curricular activities ensure students in Years 7 – 13 have a wide variety of experiences and encounters on and off-site that enrich their understanding and application of employability skills. This takes place through the tutor program, the curriculum, employability skills projects at KS3, interactive workshops, drama productions, careers fairs, employer talks, guest speakers, business mentoring and trips to colleges and universities, as well as 'drop down days'. These prepare them to be the best candidate in their chosen field. Students become well rounded individuals who are capable of contributing positively to wider society.

Throughout their school life students will meet with our impartial qualified careers advisers from Luminate Careers. They run one to one as well as group sessions throughout the year.

I am including an outline of some of the activities that will be available to all/some of Year 10 over the next academic year. These are all subject to change but should offer some insight as to what is available:

As part of the development of our 4 Rs employability skills roll out, students in Year 10 will be supported to build their employability portfolio. Students will take part in a workshop on applications and CVs as well as a workshop on interview skills. Students will be issued with a Record of Achievement in order to build their portfolio. They will also have a number of assemblies explaining the options available to them post 16, including apprenticeships, college and sixth form routes.

Students will be able to apply for a place on the DHL/Outward Bound Trust residential to North Wales in May 2025. Applications will be open during the autumn term, with selection taking place in the Spring Term. All students who apply will be invited to take part in a number of workshops linked to employability skills.

Students in Year 10 will take part in a visit to Derby University as part of the 'Drop Down Day' in April. This will introduce them to all aspects of considering university as a post 18 option.

Students in Year 10 will be invited to have a mock interview in the spring or summer term with a local employer.

During Year 10 Parents Evening, a number of representatives from apprenticeship providers, universities and our careers advisers will be present to provide guidance and advice.

In addition, please do read our Principal's weekly update which will contain lots of information and useful links in relation to Careers.