

OXFORD SPIRES ACADEMY



HOUSE SYSTEM & ATTENDANCE MATTERS



GUIDELINES FOR PARENTS
2023-2024



Roger Bannister

Sir Roger Bannister - former athlete famed for running the first mile in under four minutes in 1954 at the Iffley Road track in Oxford.



Amelia Earhart

Amelia Earhart - the first woman to fly solo across the Atlantic Ocean.

We want your children to be like the heroes of our house system and develop the values and qualities of:

- Creativity and adventure
- Commitment and dedication
- Inspiration
- Courage and perseverance
- Challenging conventions
- Compassionate
- Perseverance and hard work

Mary Seacole

Mary Seacole - the Jamaican nurse famed for treating the battlefield wounded in the Crimean War.



J.R.R Tolkien

John Tolkien - the writer, poet and former Oxford University professor famous for The Hobbit and Lord of the Rings.



WHY THE HOUSE SYSTEM?

Our House system is unique and has proved to be a great success. Each student and family will belong to one of our 4 houses: **Bannister**, **Earhart**, **Seacole** and **Tolkien**, led by tutors. Each house has its own identity, strengths and qualities.

Membership to a specific house is distinct and evident through the colour of your child's tie and jumper badge.

The house system develops a culture of enrichment and healthy competition which raises aspirations. It is our intention that every child takes part in the many opportunities available to them and participates in the various house competitions to extend their learning and enrich their time with us.

Through the house system your child will be recognised and rewarded for their commitment, contributions to the house and good attendance and punctuality. They will receive house points, commendations, half colours and full colours, which count to the overall house points. Each year the house trophy will be awarded to the house with the most points. Therefore, every contribution your child makes matters for them, their tutor group and their house.



Head of House

Bannister

Mrs F Cooper

Earhart

Mr Z Hussain

Seacole

Mrs C Forder

Tolkien

Ms H Bellamy

LEADERSHIP OPPORTUNITIES FOR YOUR CHILD WITHIN THE HOUSE SYSTEM

The house system provides many leadership opportunities for your child regardless of age. Students who are awarded leadership positions are positive role-models for all students and support the Head of House in the running of all house events.



HOUSE EVENTS

Various house events will take place throughout the academic year. All students are encouraged to participate in house events to contribute to the success of their house.

Participation in an event will earn house points towards the trophy for that event. The winning house will be given extra points towards the house trophy which is awarded to the winning house overall.

The House Events for 2023 and beyond:

- Public Speaking Competition
- Performing Arts Competition
- Sports Day
- House Points Competition
- House Badminton Competition
- Termly House Sports
- House Science
- House Poetry

THE FIVE THINGS YOU CAN DO TO HELP YOUR CHILD BE SUCCESSFUL:

- Make sure your child comes to school every day, ready to learn and with the right equipment.
- Support the uniform policy. Make sure your child is dressed correctly when they leave home in the morning.
- Encourage your child to participate in extra-curricular and house events.
- Keep in touch with school. Please contact us to discuss any issues or concerns.
- Discuss their future with them in terms of Sixth Form, college, university and/or work. Help focus their efforts.



During lessons your child is expected to:

- Arrive **promptly** and ready for school, tutor time and lessons and remain **fully focussed**
- Take an **active** part in lessons
- Strive to **be rewarded** for effort and achievement
- Be prepared to **question** ideas and explore new ideas
- Take part in **feeding back** appropriately to teachers about how they learn best and any barriers to learning
- Develop **their thinking** skills & creativity

To be their very best we expect your child to :

- Aim to undertake work which **challenges** their ability
- Know exam **assessment criteria** & details of assessment objectives
- Use **homework** to stretch their ability and to develop independent learning
- **Ask teachers for help if they are stuck**
- **Attend revision classes**, workshops, extension classes, student and voice sessions
- Use academy facilities for homework and set up a **good study space**

Support us to make our environment better. We want to develop learners who can:

- **Be green, recycle and conserve** electricity & other costs
- Respect the academy site and facilities; **use the bins**
- **Report any misuse** of facilities to a Head of House or member of staff



OXFORD SPIRES ACADEMY

'BE THE BEST YOU CAN BE'



Encourage your child to make our academy a better place; your child is expected to:

- **Respect all staff** and use respectful language with staff and other students; **listen** to staff respectfully and follow instructions thoughtfully
- Use **peer pressure upwards** to make the academy a better place to learn
- Make others **feel good** about themselves
- Treat all people as they would wish to be treated
- **Respect and value religious and cultural ideas** and traditions which are different to their own
- **Always tell** if they (or someone else) is bullied, verbally or physically by oth-

Support your child's literacy by encouraging:

- **Reading books** for pleasure and for study at home
- Use of the academy and local **libraries**
- Improving literacy by re-reading work and checking for **accuracy**
- Learning and using **new words**

To support your child's success we offer and ask them to:

- Take part in **mentoring** programmes
- Attend **revision** skills sessions
- Find out from staff where they can get **extra help**, e.g., websites, guides or workbooks
- **Support** other students by questioning, explaining, reviewing, problem solving and researching in pairs or

Help your child to take responsibility for their learning, so that they:

- **Come to school with** the materials/equipment needed for the day's lessons
- **Complete homework to the best of their ability**
- **Ask** a member of staff if unsure of the homework task/s

We welcome your involvement and ask that you:

- **Attend parents' evenings**
- **Register with ParentMail** for all school communications



attendance MATTERS

THE IMPORTANCE OF GOOD ATTENDANCE

The aim of this section is to outline the importance of regular attendance at school in order to emphasise the major impact it can have on your son/daughter's progress.

You can find more information regarding attendance on the school website:

<https://www.oxfordspiresacademy.org/parent/attendance/>

If young people do not attend school regularly, they will experience difficulty in keeping up with their studies. In addition, they also miss out on many of the activities and opportunities that are on offer in a thriving community like Oxford Spires Academy. Oxford Spires Academy is a safe environment where pupils enjoy the support of their teachers and peers and have a strong sense of belonging. Absence can reduce this sense of belonging and impact negatively on attainment.

Setting good patterns of attendance is vital. An attendance pattern of 90% may sound good, but actually means missing 4.5 sessions out of every 5 school days, or half a year's schooling over 5 years! Avoiding all unnecessary absence, including holidays, in school time can make a huge difference.

It is also important to stress the need for pupils to be punctual. Pupils **MUST** be in their tutor rooms for the start of the school day at 8.35am. Late arrival to school and classes is disruptive to the learning of other pupils and will result in detention time for repeated lack of punctuality.

Pupils who develop a pattern of poor attendance and punctuality will be the focus of additional attention from their Head of House and other members of the Pastoral Team who regularly review attendance. In addition the Attendance Officer will support and enforce the need for improved attendance.



Should you wish to contact the academy regarding any aspect of your son/daughter's attendance please contact:

YEARS 7 - 11

Mrs S Kadir on 01865 428200 - Option 1
attendance@spires.anthemtrust.uk

SIXTH FORM

Ms Z Spittle on 01865 415937
Zspittle@spires.anthemtrust.uk

You can also report a child's absence via ClassCharts

WHAT CAN PARENTS DO TO HELP?

- Ensure that your child comes to the academy every day, arrives on time and in full academy uniform
- If you suspect that your child may be unhappy at the academy please make contact with us as soon as possible via their Head of Year or tutor. This will alert us to any problems and help us to work with you towards resolving any issues.
- Tell us as soon as possible if your child will be absent for any reason including medical appointments. Please try to arrange appointments outside the academy day.

REWARDS FOR GOOD ATTENDANCE

The rewards of a good attendance record are:

- Secure learning.
- Strong peer relationships.
- Less 'catch up' work.
- Termly prizes.





UNDERSTANDING OUR SYSTEMS AND STATUTORY GUIDANCE

ATTENDANCE

If your attendance drops below 94%

You and your parents will be asked to attend a panel meeting where attendance targets will be agreed.

If your attendance drops below 90%

You are likely to be referred to the Attendance and Engagement Officer which means the local authority becomes involved in your attendance case and could result in prosecution.

If you go on holiday during term time

It is the policy of this school not to authorise absence for holidays during term-time. While advance permission can be given in exceptional circumstances, this is rare and can only be granted by the Principal. Any such request should be sought in writing before the holiday is taken.

Truancy Sweep

The Attendance Officer will visit the homes of students who are not in school where no valid reason has been provided. This may result in further action.

PUNCTUALITY

Research has shown that regular attendance and good punctuality are crucial factors in students achieving their full potential in education. At Oxford Spires Academy we wish to work in partnership with parents and carers and so are seeking your full support in ensuring that your child attends school every day and on time. We are always pleased to work together with parents/carers in resolving any difficulties but we are also committed to improving attendance levels at school.

The target attendance figure for all pupils is a minimum of 97% attendance. Persistent absence will lead to an attendance contract and a fixed penalty notice fine.

ATTENDANCE AND PERFORMANCE

Ofsted, who are responsible for inspecting schools, place pupils into three categories in relation to the monitoring of attendance:

below 90%	=	persistent non-attenders
between 91% - 93%	=	frequent non-attenders
between 94% - 95%	=	at risk of becoming frequent non-attenders

Statistics produced by Local Authorities show a startling correlation between attendance and achievement. In analysing performance across the school, we have also identified that pupils who participate in extra curricular activities such as House activities, KS3 booster classes, coursework and revision classes etc. also gain improved grades.

This national information, translated into the context of our academy, would suggest:

If an Oxford Spires Academy student is absent less than one day a month, they have an 87% chance of getting 5 A*-C, given the necessary ability and endeavour.

Or put another way, if a pupil misses fewer than 7 days (including holidays, illness, etc.) in the year they have almost 9 chances in 10 of getting 5 A*-C.

If an Oxford Spires Academy student is absent less than one day a fortnight, they have a 75% chance of getting 5 A*-C.

Or put another way, if a pupil misses fewer than 15 days (including holidays, illness, etc.) in the year they have almost 8 chances in 10 of getting 5 A*-C.

If an Oxford Spires Academy student is absent once a week or more, they have only a 20% chance of getting 5 A*-C.

Or put another way, if a pupil misses more than 30 days (including holidays, illness, etc.) in the year they have less than 3 chances in 10 of getting 5 A*-C.





Oxford Spires Academy
Glanville Road
Oxford
OX42AU
Tel: 01865 428200
Email info@spires.anthemtrust.uk



@OxfordSpiresAc



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