

Contents

Welcome to Oakwood Silver Street	Page 2
Introductions	Page 3
Aims of Silver Street	Page 4
Oakwood Code of Conduct and School Rules	Page 5
Homework	Page 6
School Dinners and School Day	Page 6
Uniform	Page 7
Attendance	page 8
Medication	Page 9
Who to Contact	Page 10

Welcome to Oakwood Silver Street

Dear Parents and Carers,

This information is intended to help you find out more about life at Oakwood Academy Silver Street.

This booklet contains basic information about Silver Street which we hope you find both interesting and helpful to you.

In our school, we seek to provide a caring environment for your child. We believe that we can only achieve the best for your child by building a close partnership between home and school. We strongly believe that this partnership is essential.

Staff are available to talk with you about any problem or concerns you may have regarding your child's development.

We hope that you will share with us in making this a fun, happy, valuable and successful initial experience in your child's life at Oakwood Academy Silver Street.

Yours Sincerely

Mrs C McLaughlin

Assistant Headteacher Oakwood Academy Silver Street

Oakwood Academy Silver Street
55a Silver Street
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Manchester
M44 6HT

Tel: 0161 921 2878

Introduction

Hello my name is Mrs McLaughlin and I am the Assistant Headteacher at Oakwood Academy Silver Street. As part of my role I am responsible for the care of all the pupils at Silver Street as well as helping with pupils' learning. This means I help support with rewards, behaviour, safeguarding and the subjects that young people will learn about at our school. I am also a form teacher and teach some of your lessons! I also help to co-ordinate the transition of pupils from primary to secondary school. As a school, the smooth transition of our pupils is very important. The move to a new school presents a whole set of new challenges and can feel a bit daunting and exciting at the same time.



We are very dedicated to supporting pupils and parents/carers with the move to our school. We have an excellent pastoral system of care at Oakwood Academy which allows us to get to know and support you well. We work very closely with the local primary schools, attending annual reviews, meeting with children and parents and providing open evenings for potential pupils. All students also have the opportunity to spend time at Oakwood Academy in June, these taster days offer a real taste of school life at Oakwood academy, with pupils experiencing meeting staff, peers, tour of the school and taking part in different activities.

All parents/carers are invited to a welcome evening where they can familiarise themselves with the school, this usually takes place during June. This is an extremely important time in the lives of your children and we understand that this move can be a little daunting or stressful. It is important to us that your children feel ready for this transition and we want them to be prepared so they are able to settle well into Oakwood Academy life and quickly become used to their new routines.

Due to the current situation of Covid 19 we will not be able to offer our usual transition package however I do hope that the following documents in this folder will help both our pupils joining us in September and parents/carers. I hope you are preparing for the exciting time ahead for you and your children in the transition from Primary to Oakwood Academy Silver Street.

Below are links to some useful website to give you advice and guidance about the transition process.

<https://www.bbc.co.uk/teach/transitioning-to-secondary-school/zkc9pg8>

<https://www.tinies.com/our-favourites/transition-from-primary-to-secondary-school.html>

I hope you are all safe and well. I look forward to meeting and supporting you very soon.

Aims of Oakwood Academy Silver Street

At Silver Street we endeavour to:

- Promote independence.
- Encourage the building of new relationships based on trust and respect.
- Encourage a positive attitude towards learning.
- Build confidence socially, emotionally and academically.
- For children and young people to progress socially, emotionally and academically.
- Make pupils' learning experiences both purposeful and fun.
- Create a positive and motivating learning environment.
- Make pupils better citizens in the community.
- Establish positive home school liaisons with parents/guardians.

We will achieve this by:

- Providing an imaginative, broad and balanced curriculum that caters to children with Special Educational Needs.
- Encouraging pupils to develop effective attitudes towards learning the basic skills.
- Recognising individual achievements through appropriate certification and awards.
- Fostering equality of opportunity for pupils in a supportive, learning environment.
- Monitoring and reviewing pupils' progress through action plans and regular reviews.
- Developing and establishing effective supportive links between the school and the community.

Oakwood Code of Conduct

- Kindness - Be kind, helpful and supportive to everyone.
- Listening - Listen carefully and follow instructions.
- Respect - Have respect for others in the classroom and around school.
- Tolerance - Have tolerance for other people's beliefs and opinions.
- Honesty - Be truthful and trustworthy

Oakwood Academy School Rules

- Arrive on time at 8.15am for school. Late arrivals can result in an unauthorised absence for the morning session.
- Full school uniform to be worn at all times.
- No make-up or nail varnish.
- No jewellery except a watch and small earrings (no other piercings allowed).
- No extreme hair styles.
- PE kit to be brought in for PE lessons.
- No chewing gum.
- No sweets.
- No fizzy/sugary/energy drinks.
- Mobile phones and other electronic devices will be switched off before entering the school site and **must** be handed in to form tutors during registration. Mobile phones and other electronic devices are **NOT** allowed to be used during the school day
- The high standard of behaviour expected in school is also expected on the school transport.
- Log books must be brought into school every day. Notes can be written in by staff and by parents.

Homework

We recognise that some pupils will find doing homework difficult. We do not want homework to be a source of anxiety. Therefore, we send out a homework book with a homework grid. These grids are updated each half term.

If pupils choose to complete a piece of homework, they will receive a dojo and counter reward.

If pupils do not complete their homework, they will not receive a reward, but they do not receive a sanction. We do not punish children who do not complete homework, but reward any pupils that can.

If your child finds the homework difficult, they can speak to their class teacher and they can help them.

School Dinners and School Day

Parent Pay is an easy method of paying electronically for your child's dinners/trips and other events running in school. You will have a record of what you have paid and the school can also see the payment you have made instantly. You will receive a letter shortly after your child starts at Oakwood with your unique log in to use for your first time then you will be able to create your own. Your child is more than welcome to bring a packed lunch.

Monday to Thursday school begins at 8.15am and finishes at 3.00pm. On Friday's school finishes at 2.05pm.

Uniform

Full school uniform should be worn at all times. This consists of:

- Black crew neck or v-neck sweatshirt/jumper/cardigan - no hoodies
- Black trousers or skirt (no shorter than knee length)
- Light blue shirt or light blue polo shirt
- School tie to be worn with a shirt
- Black blazer (optional) with school badge (this can be bought separately and sewn on)
- Black shoes - no trainers
- Black or grey socks for boys
- Black or grey socks/tights for girls

No jewellery except a watch and small stud earrings (no other piercings are allowed)

No make-up or nail varnish

No extreme hairstyles

PE Kit

- Black/navy shorts/gym skirt/plain cotton track pants
- White t-shirt (plain or with school logo)
- Pumps or trainers

Pupils who arrive at school without the correct uniform will be expected to borrow some from a bank of school owned uniform. Parents/carers will be informed.

Uniform with the Oakwood logo can be bought from **Molly's Uniforms, Walkden (0161 790 9222)**.

Other items of uniform such as shoes, socks and plain white t-shirt (PE) can be bought from your local supermarket.

Attendance

Expected Attendance

Expected attendance for all pupils in Salford is 100%. However, we realise that due to medical problems this is not always possible. We ask that you keep in contact with the school at all times to keep us aware of the changing situation. This constant up-to-date information will help us to act accordingly as a school and help you as a parent should the Education Welfare become involved.

Illness or Medical Appointments

If your child needs time off school for a medical appointment, where practical, please arrange these outside of school hours (8:50am - 3:00pm). As a school, we realise that some of our pupils have conditions that require specialist appointments that cannot be changed. In this case, can parents and guardians please provide evidence of this and, where practical, return their children to school after the appointment.

Lateness

If your child arrives late for school after 9:30am they will be marked absent for the morning sessions in school. This will have a significant effect on your child's attendance if this is a regular occurrence.

Holidays

From 1st September 2013 new guidance issued by the Department for Education informed schools that absence for holidays are not allowed. The Department for Education only allows head teachers discretion to authorise an absence for a holiday if they believe there are exceptional circumstances. Parents could be subject to a fine of £60.

Medication

Where possible, short-term medication should be given at home. If a pupil requires long-term medication this can be stored at Oakwood by prior consent with the Head Teacher.

Medication brought in to Oakwood must be handed in on arrival. All medication taken within Oakwood will be recorded in the medication file and kept in the First Aid Room.

Medication must:

- Be in the original packaging from the doctor or chemist
- Be clearly labelled with the pupil's name
- Have timing, side effects and dosage clearly shown on the consent form.

If your child will need medication during their time at Silver Street, please contact Ms Debbie Brookes at Oakwood Main Site who will help organise this for you and discuss your child's medical needs in more depth.

Who to contact

If you have any questions, problems or concerns please contact us. Each child is given a home/school diary where parents or carers can liaise with the school once your child has joined Silver Street.

Silver Street

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Irlam

Manchester

M44 6HT

Tel: 0161 921 2878

Main Site

Oakwood Academy

Chatsworth Road

Ellesmere Park

Eccles

Manchester

M30 9DY

Tel: 0161 921 2880