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INTRODUCTION FROM THE PRINCIPAL

Dear Parents

We are delighted to be welcoming you and your child to be part of our school community this September.

At Nova we are driven by our aim that scholars at our school will have a better chance of success here than if they attended any other school in the country. It is our aim that scholars who attend this school will not only achieve excellent academic results but will also leave Nova Hreod as ambitious, confident young adults who go on to lead happy, meaningful and fulfilled lives.

At Nova we believe that all children have limitless potential and that all children can succeed when they are educated in an environment that is characterised by high standards of behaviour, excellent teaching and a strong sense of community.

We place learning at the heart of everything that we do at Nova. Our expert teachers deliver a rich and ambitious academic curriculum in a calm, purposeful atmosphere, this ensures that students achieve the best possible academic qualifications.

Beyond the classroom our house system, student leadership opportunities, and our enrichment programme, SuperNova, ensure that scholars have a wide range of opportunities to develop their character and to find and develop new passions, skills and interests. Every day at Nova we strive to create an atmosphere of joyful excellence where our scholars' experience is characterised by both high standards and high levels of support. Where both fun and hard work are prioritised and where staff develop warm relationships with scholars whilst ensuring that behaviour remains exemplary at all times.

An essential part of life at Nova is our year group based pastoral team, which means that all students and families are known and that your child is able to develop a strong sense of belonging as they become a Nova Scholar.

We look forward to getting to know you and your child.

James Harding-Mbogo
Principal



TERM DATES 2024-2025



Term Dates 2024 / 2025

	Staff Training Days in red	School holidays in blue																																																																																																																																																																																																									
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Public Holidays

Wednesday 25 December 2024, Thursday 26 December 2024
 Monday 6 January 2025, Friday 18 April 2025, Monday 21 April 2025, Monday 5 May 2025
 Monday 26 May 2025, Monday 25 August 2025

Teacher Training Days

Monday 2 September 2024, Tuesday 3 September 2024, Monday 21 - Wednesday 23 October 2024
 Monday 6 January 2025, Tuesday 22 April 2025, Friday 27 June 2025

September start dates

Wednesday 4 September	Year 7 start
Thursday 5 September	Year 11 return
Friday 6 September	Years 8, 9 and 10 return

School Holiday Dates in blue

Term Dates	PUPILS WILL BEGIN RETURNING FROM 4 SEPTEMBER
Term 1	Wednesday 4 September 2024 - Friday 18 October 2024
Term 2	Monday 4 November 2024 - Friday 20 December 2024
Term 3	Tuesday 7 January 2025 - Friday 14 February 2025
Term 4	Monday 24 February 2025 - Friday 4 April 2025
Term 5	Wednesday 23 April 2025 - Friday 23 May 2025
Term 6	Monday 2 June 2025 - Thursday 24 July 2025

THE SCHOOL DAY

As you will be aware, in June this year, we conducted a parent consultation on proposed changes to the school day. In response to all questions asked, parents were in favour of moving forward with the suggested proposals. Having taken on board this parent feedback, alongside further consultation with staff and governors, we have adjusted the school day so that we can maximise learning time and give more focus to the needs of the curriculum.

Set out below is what the school day will look like from September 2024:

Time	Monday - Friday
8:20 – 8:30	Roll Call
8:30 – 9:00	Tutor Time / PSHE / Reading
9:00 – 10:00	Period 1
10:00 – 11:00	Period 2
11:00 – 11:25	Break
11:25 – 12:25	Period 3
12:25 – 13:25	Period 4
13:25 – 14:00	Lunch
14:00 – 15:00	Period 5
15:00 – 16:00	Period 6 (Tues – Thurs / Year 11 Only)

Lessons will be one hour long and students in Years 7-10 will have five lessons each day.

Year 11 will receive three extra hours of learning each week between Tuesday and Thursday which amounts to 117 hours of additional teaching per year. This is to ensure they are fully prepared and feeling confident for their summer examinations.

Extra-curricular activities will take place after school from 15:00 to 16:00 and we hope as many students as possible will take up the opportunity to benefit from the range of clubs and activities on offer. More details on this extra-curricular offering will be sent out at the beginning of next term.

Study base will run between 15:00 and 16:00 each day which all students are welcome to attend.

HOME STUDY

We expect all scholars to complete home study to help them retain key knowledge and deepen their understanding of the topics they are learning. Home study provides them with an opportunity to use various platforms and techniques to learn and remember key facts for the topic they are studying and to think about and tackle challenging concepts that are related to what they have been learning with their teachers.

At the start of each year, we teach scholars about our expectations regarding home study. Teachers explain the procedures for home study in their subjects. For some subjects, dedicated home study books or printed booklets will be issued. Scholars must take good care of these and ensure they are not lost.

Home study is always set and collected on the same day each week meaning that scholars always have 7 days to complete their tasks. Scholars and parents can check the details and deadlines for all study work on EPraise. Once you have provided the school with your email details, you will be able to set up a username and password for EPraise.

In Years 7, 8 and 9, each piece of home study work set should take approximately 60 minutes to complete and the subjects and platforms are summarised in the table below:

Subject	Platform/task	Duration
English	Bedrock and Sparx Reader	60 minutes
Maths	Sparx Maths	60 minutes
Science	Tassomai	60 minutes
Humanities	Retrieval booklets or Seneca	20 minutes Geography 20 minutes History 20 minutes RE
French	Languagenut	60 minutes

There is no home study set for the first couple of weeks of Year 7 and only half the amount set for the first half term. This is designed to support our scholars to make the step up from primary school.

Unsurprisingly, the amount of home study issued in year 10 and 11 is greater than that at KS3. In the core subjects (English, mathematics and science) home study should take approximately 90 minutes a week and in options subjects it should take approximately 60 minutes a week. Home study at KS4 may use the same platforms that have been used at KS3 but may also include other tasks.

All scholars are expected to complete study work by the due date set by their teachers. There is a study base which runs every day after school that scholars can attend if they would like support or just need a quiet space to complete their work.

If scholars do not complete their home study, or it is not completed to the standard expected, a detention will be issued on the evening of the day home study was due. We view home study as being a vital part of learning and ask that parents support and encourage scholars to complete all of their home study to a high standard.

SUPPORTING YOUR CHILD WITH HOME STUDY

There are a number of things you can do to support your child with the completion and understanding of these tasks:

- Take an interest in your son/daughter's schoolwork and give them plenty of encouragement, praising effort and improvements.
- Support your son/daughter in taking responsibility for organising and doing his/her own home study tasks.
- If possible, it would be very helpful to have a folder where your son/daughter can keep any paper home study tasks safe and to help avoid them being lost.
- Create a quiet space at home where your son/daughter can work without being disturbed or distracted, particularly by mobile phones. Where this might be challenging for some families, encourage your child to attend study base after school. This is a supportive session which runs each day at Nova, providing a space for children to complete their home study.
- Ensure your child can access the internet for online home study (at home or by supporting them in attending study base after school).
- Help your son/daughter create a routine that works for them.
- Make a plan to help your son/daughter manage their home study – e.g. by setting the day and time when each piece of home study will be completed (the concrete routine of our home study timetable should support you in doing this).
- Ensure your son/daughter eats well and gets plenty of sleep, without access to electronic devices in their bedroom.



SUPPORT FOR LEARNING

Scholars identified as requiring additional assistance will be offered a variety of support within school. A key method is to ensure that all scholars with Special Educational Needs or a Disability (SEND) are offered high quality teaching, with their lessons being delivered by subject specialists. In some cases, teaching assistants are deployed to the classroom to support learning and progress under the guidance of the SENCO and the classroom teacher.

In some cases, scholars will be withdrawn from their main class to receive small group or one to one intervention with the aim of getting them back to age related expectation or in a position where they can confidently access the curriculum throughout the school.

Throughout the academic year the SEND team work closely with parents, carers and teachers to keep scholars' learning and progress under review.

You can find further information on the SEND section of our school website where you will also find the SEND policy

[SEND support \(novahreodacademy.org.uk\)](http://novahreodacademy.org.uk)

If you have any particular concerns about your son or daughter's learning, please contact Mr Wilkinson (b.wilkinson@novahreodacademy.org.uk) to address these.



THE HUB

At Nova Hreod, additional support is provided for any scholar who has temporary, or more long-standing behavioural, social, and emotional or health needs.

Support is offered through a graduated system that responds proactively and effectively to the scholar's level of need. Year Managers ensure that support strategies and interventions are put in place through school-based provision and the support of external agencies. Our five Year Managers work closely with the five Heads of Year to ensure that scholars receive the full package of support needed whether that be from a pastoral or curriculum angle.

Support is also provided from our two pastoral responders who are the first port of call for students with any concerns. These staff members triage the issues raised by the scholars and ensure that the appropriate member of staff follows up with the scholar if the pastoral responders themselves are unable to take the appropriate action.

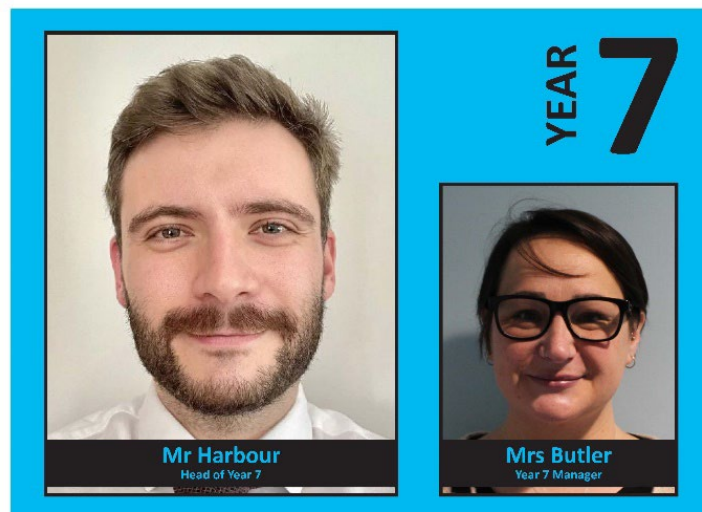
In addition to our Year Managers we have a Student Welfare Coordinator, who works closely with our Designated Safeguarding Lead, Student Support Specialist and the SEND team in supporting our scholars through intervention including self-regulation sessions and the ELSA program and dedicated time with members of our listening service.

KEY CONTACT DETAILS

All staff can be contacted via Epraise messenger.

YEAR 7

The Year 7 Manager is Mrs Naomi Butler. Mr Daniel Harbour is the Head of Year 7.



SAFEGUARDING

Mrs Penny King, Assistant Principal, is the Designated Safeguarding Lead.

SEND

Mr Ben Wilkinson, Assistant Principal, is the SENDCO.

HOME/SCHOOL AGREEMENT

At Nova Hreod Academy we want every scholar to flourish academically and personally in an aspirational and supportive environment.

Nova Hreod Academy believes it is vital to work in close partnership with parents and carers to ensure that all Nova scholars receive the best possible support and guidance. This will enable them to achieve their very best academically, but also to develop our four DISC values: Drive, Integrity, Scholarship and Contribution.

To us all, being Nova involves all of us accepting our responsibilities towards giving your child the best education possible. The **Home/School Agreement** provides the framework for working together. We all have a pivotal role to play in being supportive of each other and being committed to the success of this partnership so that our scholars are successful.



ATTENDANCE AND ABSENCE

Nova Hreod Academy expects all scholars to achieve 95% attendance. If scholars are absent, the following procedures must be followed:

Absence through illness/unforeseen circumstances:

All parents/carers are expected to inform the academy before 8.20am on each day of absence, via Epraise messenger or (01793) 549102 if you have any issues with Epraise.

LEAVE OF ABSENCE REQUESTS:

Nova Hreod Academy does not authorise any request for leave of absence unless there are highly exceptional circumstances. All requests for leave of absence must be submitted via the relevant form available from the school attendance office at least four weeks prior to the requested date.

MEDICAL/DENTAL APPOINTMENTS:

All medical/dental appointments should be made outside school hours. If scholars request to be allowed to attend a medical/dental appointment during school hours, proof of the appointment must be provided.

ANY OTHER REQUEST FOR ABSENCE:

If your child requires any time off school for reasons other than the above, please ensure that you put the request in writing and that your child shows the note to the school attendance officer whereupon all relevant actions will be taken. If there is no reason for a scholar's absence, the absence will be recorded as unauthorised and as such may lead to the start of legal proceedings. Parents/carers of scholars who have unacceptable levels of unauthorised absence or who persistently arrive late to the academy will be issued with a Penalty Fine or Court Notice.

PUNCTUALITY:

When scholars arrive late, they miss out on essential instructions given at the beginning of the lesson. This can significantly reduce achievement, regardless of academic ability. Your child may feel awkward arriving at the classroom when everyone else is settled. Furthermore, when one scholar arrives late, it disrupts the entire class and the teacher, so everyone's education is compromised.

We expect all scholars to arrive at school on time at 8:20am, ready to learn. Scholars arriving late for school will receive a same day after school detention, unless there is a medical reason for the lateness, which must be backed up by medical evidence.

Persistent lateness after close of registration may result in you being served a Penalty Notice or a summons to Court.

Parents/carers have a duty to ensure their child's regular attendance at school and failure to do so is an offence under Section 444(1) of the Education Act 1996.

Attend to **A+**CHIEVE

Your attendance target is 100% at  **Nova Hreod Academy**
The best in everyone™
Part of United Learning



There are 190 school days in each year
Every school **D**A**+**Y really matters!

0-10

Days Absence

95% - 100% attendance makes
half a grade difference at GCSE

11-20

Days Absence

For every 10% of school you miss
you are likely to drop a whole grade

21+

Days Absence

Poor attendance means
drastically reduced life chances

UNIFORM AND EQUIPMENT



UNIFORM FOR ALL SCHOLARS

Nova navy blazer – Unisex style in regular or fitted version

Nova house tie (clip-on)

Orion – red striped tie

Cygnus – blue striped tie

Pegasus – yellow striped tie

Aquila – green striped tie



The items above should all be purchased from Monkhouse Schoolwear, Sanford Street, Swindon. 01793 520843. [Nova Hreod Academy \(URN-140515\) - School \(monkhouse.com\)](http://monkhouse.com)

The following items below can be purchased from any supplier:

- Charcoal grey trousers, charcoal grey skirt or charcoal grey formal shorts
- plain white work-style shirt or blouse
- plain black shoes
- black socks
- black tights
- Optional navy blue sweater

Acceptable in school	NOT acceptable in school
<p>Trousers: CHARCOAL grey in a tradition full length, formal style, OR charcoal grey formal shorts. Belts: black only.</p>	<p>No fashion styles, e.g. skinny, leggings, jeggings, baggy or jeans. No trousers with metal studs, rivets, or accessories such as labels, fake zips or buckles. No cord, chinos, patterned fabric, casual trousers or branded items. No decorative belts or buckles.</p>
<p>Skirts: CHARCOAL grey, traditional school style. Must be at least knee length.</p>	<p>No fashion styles, e.g. tight fitting, skater, side slits or wrap around. No figure hugging jersey material, patterned, or textured. No skirts with accessories such as decorative belts, no labels, rivets, obvious zips or pockets.</p>
<p>Shirts: white, long or short sleeved, button collar, suitable for a tie.</p>	<p>No T shirts to be worn underneath the school shirt.</p>
<p>Jumpers: optional navy V neck jumper may be worn under the blazer.</p>	<p>No alternative jumper allowed. No cardigans, sweatshirts or hoodies. The jumper can only be worn with the blazer, not on its own.</p>
<p>Coats: should be worn over the school blazer to and from school as appropriate to the time of year and weather conditions.</p>	<p>Coats cannot be worn inside the school building.</p>
<p>Footwear: black only. These should be plain, leather or leather look, substantial, hardwearing and of a formal style.</p>	<p>No high heels, boots, trainers, skate shoes, canvas, suede, fur or Velcro fastenings. No fashion styles with accessories such as bows, braiding or studs. No alternative coloured soles or laces. No branded logos.</p>
<p>Socks: Black Tights: Black NB: tights or socks must be worn.</p>	<p>Black only. No trainer socks/shoe liners/bare feet No textured, patterned or embellished styles. No leggings. No socks to be worn over tights.</p>
<p>Hair: should be neat and tidy. Hair styles moderate and of a natural colour. For some activities, long hair should be tied back.</p>	<p>No extreme haircuts, e.g. shaven heads, mohicans. No unnatural or extreme hair colouring. No tramlines. All hair accessories should be functional and no fashionable.</p>
<p>Make up: should be subtle, and kept to a minimum using neutral tones.</p>	<p>No heavy or excessive make up e.g. dark brows, thick eyeliner, bright eye shadow or lipstick. No nail varnish, gel nails or artificial nails may be worn.</p>
<p>Jewellery: should be kept to a minimum. One pair of small plain gold or silver stud earrings which must only be worn in the ear lobe (one in each ear) and one wristwatch.</p>	<p>No facial or oral piercings including nose studs, stretchers in the ears, tongue piercings or ear bars. No transparent retainers. No facial tattoos. No bangles, beads or wristbands. No rings. No i-watches/SMART watches.</p>
	<p>Aerosols of any kind. Mobile phones must not be seen or heard in school.</p>

- Nova Hreod Academy Polo Shirt
- Nova Hreod Academy reversible Rugby Shirt
- Nova Hreod Academy blue shorts/skirt
- Trainers*
- Navy Blue football socks*
- Football boots*
- Mouth guard/mouth shield for rugby
- Sports Bra (Optional)

Items marked with an asterisk (*) can also be purchased from other suppliers.

Optional PE Kit for cold weather only:

- Black tracksuit trousers
- Nova Hreod Academy fleece



SCHOOL EQUIPMENT



All scholars are expected to carry their everyday equipment (PE kit, pencil case, books, etc.) in a bag of suitable size. Handbags and boot bags are not suitable for everyday use.

Equipment is checked at the start of each day in roll call. As scholars are given an opportunity to purchase equipment on their way into the academy each day at our Nova Equipment Shop, any missing pieces of equipment will result in a same-day detention.

Every scholar is expected to bring with him/her the following basic items of equipment for every lesson every day, all kept in a clear pencil case for easy inspection and to be shown at roll call:

Equipment list:

- Pen (black or blue)
- Pencil
- 30cm ruler
- Green Pen
- Eraser
- Sharpener
- Protractor
- Compass
- Scientific calculator
- A4 size white board*
- White board pen

Tippex/liquid paper is not permitted in school and must not be used in any schoolwork.

Textbooks and specialised equipment will be issued on loan to scholars and scholars will be required to pay for any loss or damage to school property.

*whiteboards are provided by the school, but a charge will apply for replacements if lost.

CONTACT US

Our contact details are:

Nova Hreod Academy

Akers Way

SWINDON

SN2 2NQ

Reception : 01793 528800

Absence line: 01793 549102

Email: admin@novahreodacademy.org.uk

Website: www.novahreodacademy.org.uk

If you need to get a message to your child during the school day (for instance, if you are unable to collect them as planned), please contact Student Services via Reception and they will arrange for a message to be passed to your child. All other non-urgent queries should go through the EPraise Messenger service.

If any of your contact details change, please ensure that you let Student Services know—this is also vital in case of a medical or other emergency.