

PARENT HANDBOOK



DISCOVER

CREATE

THRIVE

ACHIEVE

Contents

- 02 • Welcome to our academy
- 03 • Academy Ethos and Aims
 - The Academy Day
- 04 • Form Time and Assemblies
 - Attendance Matters
- 05 • Transport: Bus Information
 - Academy Uniform
- 06 • PE Kit Uniform
 - Payment System
 - Term Dates
- 07 • Ready to Learn
 - Friends of Cliff Park

Welcome to our academy

Based in Gorleston, in the heart of Great Yarmouth, Cliff Park Ormiston Academy is a vibrant and happy place.



At Cliff Park Ormiston Academy we strive for Excellence Everyday - in big moments of academic achievement and extracurricular success as well as in small moments of self-discovery, perseverance, respect and community.

We strive for excellence in everything that we do. We provide a warm welcoming orderly and inclusive school environment, where 'Everyday Excellent Behaviour' is an expectation. We believe in doing the everyday things well; community, aspiration, resilience, excellence. We make no excuse for our high expectations. Our dedicated staff are committed to developing students and themselves and work exceptionally

hard to support our students to become imaginative, confident and happy young people with an enthusiasm for learning.

Cliff Park Ormiston Academy is proud to be part of the Ormiston Academies Trust (OAT) family. With academies around the country, the trust also operates on a regional basis with Cliff Park being part of Ormiston East resulting in both staff and student benefiting from collaboration at a local and national level.

As a valued parent or carer we will work tirelessly to ensure your child is safe, happy and successful.

Mr H. French, Principal

Academy Curriculum, Ethos and Aims

At Cliff Park Ormiston academy, we strive to prepare all students to become imaginative individuals who have the knowledge, skills and determination to meet the challenges they will face both now and in the future.

In partnership with families and our community, our aim is to provide relevant, personalised learning experiences for students, both inside and outside the classroom, that encourages them to value and respect each other, and become ambitious, resilient members of society. This is demonstrated through our five curriculum strands: **Discover, Create, Thrive and Character & Culture Curriculum.**

DISCOVER

A curriculum strand that develops social mobility and give every student freedom of choice through their lives.

CREATE

A curriculum strand that develops character and self-belief that unlocks the potential in everyone.

THRIVE

An academic curriculum that strives for excellence in knowledge, skills and qualifications.

CHARACTER & CULTURE

is to fulfil your true potential, through the mastery of core knowledge and skills, and an ambition to be the best you can be.

All of these combine to create a provision that is designed to maximise the life-chances of every young person who passes through the academy doors, something which is also reflected through the academy's aims:

Exam success - we want our students to get the best possible qualifications.

Challenge and engagement - we want our students to benefit from a wide variety of opportunities and experiences that ignite them; to be fully involved in and enjoy their learning, gaining appropriate skills for living and for work.

Self-identity, confidence and a feeling of self-worth – we want our students to develop the social skills and healthy habits, to succeed as active happy citizens.

The Academy Day

ALL YEARS	
8.30am	Line up and Morning Enrichment
8.55am	Period 1
9.55am	Period 2
11:55am	BREAK
11.20am	Period 3
12.20pm	Period 4
1.20pm	LUNCH and Line up
2.00pm	Period 5
3.00pm	End of Day

Extra curricular clubs run between 3:15 and 4:00pm.

Morning Enrichment and Assemblies

All students follow a morning enrichment programme that includes:

Character Education
Assembly
Reading
Thought of the Week
Careers

Form Tutor Responsibilities:

They will get to know and build positive relationships with their tutees. The Form Tutor is your child's first port of call:

- they will celebrate the accomplishments of their tutees whenever possible
- they will complete the register accurately every morning
- they will pass on relevant notes
- they will check uniform and deal immediately and effectively with any infringements
- they will monitor and support the behaviour and attendance of all tutees
- they will monitor and support tutees with their academic progress
- they will contact parents as required to maintain good levels of communication
- they will complete Form Time activities.

Attendance Matters

At Cliff Park Ormiston Academy we are committed to providing all pupils with the best education possible. In order to do this we need all pupils to attend regularly and punctually throughout the academic year.



Attending school on a regular basis is the key to your child doing well at school and will set them up with good routines for later life, as well as giving them the opportunity to:

- achieve their full potential
- make lots of friends and feel included
- increase confidence, self-esteem and improve their social skills
- learn new things, develop many skills and achieve their full potential.

We expect our pupils to maintain attendance at 96% or over throughout the year as research clearly shows that pupils whose attendance drops below 90% often drop at least a GCSE grade below their ability in all subject areas. We would therefore ask you to consider very carefully before deciding to keep your child off school.

If you know your child will be absent from the Academy, please notify Reception by telephone before 8.35am.

Morning Registration will take place at 8.50am and pupils arriving after this time will be marked as late.

Absence line number: 01495 661504

NCC Passenger Transport for Schools

To apply for a school bus pass please either call 0344 800 8020 or apply online using the link: www.norfolk.gov.uk/schooltransport

Bus Services

First have been contracted by Norfolk County Council to run our school buses. The buses will run on school days only.

For bus times and latest updates please visit: <https://maps.norfolk.gov.uk/schoolbustimes/>

Cobholm > Cliff Park Ormiston Academy Mon to Fri	Service No
Cobholm, Tesco	921
Cliff Park Ormiston Academy	921
Cliff Park Ormiston Academy > Cobholm Mon to Fri	
Cliff Park Ormiston Academy	921
Cobholm, Tesco	921

Gr Yarmouth > Cliff Park Ormiston Academy Via Southtown & Hopton, Mon to Fri	Service No
Great Yarmouth, Market Gates	922
Great Yarmouth, Matalan	922
Great Yarmouth, Anson Road	922
Great Yarmouth, Gordon Road	922
Great Yarmouth, Rumbold Arms	922
Hopton, Lowestoft Road Bus Shelter	922
Cliff Park Ormiston Academy	922
Cliff Park Ormiston Academy > Gr Yarmouth Via Southtown & Hopton, Mon to Fri	Service No
Cliff Park Ormiston Academy	922
Hopton, Lowestoft Road Bus Shelter	922
Great Yarmouth, Rumbold Arms	922
Great Yarmouth, Gordon Road	922
Great Yarmouth, Anson Road	922
Great Yarmouth, Matalan	922
Great Yarmouth, Market Gates	922

Academy Uniform

At Cliff Park Ormiston Academy we like our students to be 'smart and sharp' at all times. It is the responsibility of all members of the academy community, staff, students and parents/carers to work together to help ensure the policy is adhered to (please see our policy on the website).

BLAZER – should be plain black, uniform style with academy badge on breast pocket.

BLACK TROUSERS – should be uniform style and not have pockets along the length of the leg. They should be worn around the waist. No jeans, jean-like styling or cords. No skinny style trousers, leggings or canvas trousers.

BLACK SKIRT – should be uniform style and an appropriate length, no shorter than top of knee.

WHITE SHIRT – should be uniform style with a stiff collar and buttoned to the top.

ACADEMY TIE – should be "clip-on".

JUMPER – Plain black V-neck jumper, uniform style (only available from Harrisons) with academy badge on breast.

FOOTWEAR – should be plain black including black soles made of leather or leather imitation. No logos, no boots, no plimsolls and no trainers or trainer-style shoes. Shoe laces should be black.

TIGHTS / SOCKS – should be plain black or white.

OUTDOOR COAT – should be plain with no logos. No "hoodies" should be worn with the academy uniform at any time and will be confiscated.

JEWELLERY – Allowed: a watch / one pair small stud matching earrings or small sleepers. A discreet nose stud piercing will be allowed but must be removed or covered for PE. For reasons of Health and Safety, no other form of facial or body piercing is permitted and will be confiscated. No other jewellery is permitted, except a discreet religious symbol.

MAKE UP – only discreet/natural make up and nail varnish is allowed. The academy reserves the right to ask students to remove any makeup and nail polish at their discretion.

HAIR – no extreme hairstyles or hair colour (e.g. No 1s, tramlines, dip-dyed/ombre, denim or unnatural colours such as blue, purple, pink etc.).

HEADWEAR – religious headscarves must be plain black. Other headwear (such as baseball caps, scarves and beanies) are not permitted within the academy building.

Academy Uniform PE Kit

The following is compulsory dress for all students in PE:

PE RUGBY SHIRT – with academy logo.

PE POLO SHIRT – with academy logo.

NAVY PE SHORTS.

PLAIN NAVY TRACKSUIT BOTTOMS – with academy logo.

They are allowed to be worn during the colder weather at the discretion of the teacher.

NAVY TRAINING LEGGINGS (girls only) – with academy logo (only available from Harrisons). Standard leggings are not permitted under any circumstances and will be confiscated.

WHITE SOCKS / PE RUGBY SOCKS.

PE FLEECE – with academy logo.

SPORTS TRAINERS – with non-marking soles. For reasons of health and safety, pumps and/or plimsolls are not suitable.

FOOTBALL BOOTS, SHIN PADS AND GUM SHIELD.

All items of uniform can be purchased from:

Harrisons'

73 Southtown Rd

Great Yarmouth

NR31 0DY

Biometric Payment System

At Cliff Park Ormiston Academy, we operate a cashless payment system for school dinners. Students pay for their food using their biometric finger print.

Students and parents are able to add money to their account by using a card payment to 'ParentPay'.

More information regarding this system will be sent to you at a later date.

Students who are eligible for a free school meal will automatically have this information updated to our system and will be able to pay for their lunch using their biometric fingerprint.

If you have any questions regarding cashless catering, please email Mr Sorrento at ssorrento@cliffparkoa.co.uk

To apply for free school meals please request a form from reception.

Term Dates

September 2023 – August 2024

	FIRST DAY OF TERM	LAST DAY OF TERM
INSET DAYS	Mon 4th Sept 2023/ Tues 5th Sept 2023 / Fri 24th Nov 2022 / Wed 3rd Jan 2024	
TERM 1 (AUTUMN)	Wednesday 6th September 2023	Wednesday 20th December 2023
AUTUMN HALF TERM	Monday 23rd October 2023	Friday 27th October 2023
TERM 2 (SPRING)	Thursday 4th January 2024	Thursday 28th March 2024
SPRING HALF TERM	Monday 19th February 2024	Friday 23rd February 2024
TERM 3 (SUMMER)	Monday 15th April 2024	Friday 19th July 2024
SUMMER HALF TERM	Monday 27th May 2024	Friday 31st May 2024

Staff INSET Days (academy closed for students).

Table Service

In order for students to be prepared for their lessons and learning could we please ask parents/guardians to supply the following equipment:

Basics:

Blue/black ball point pens

Red ball point pen

Pencil

Rubber

Ruler

Optional Extras:

Glue stick

Coloured pencils

Protractor

Sharpener

Calculator

Class Charts

Class charts is an online app which provides parents with real time information about your child's achievements or any behaviour concerns immediately.

We also communicate homework to students and parents via Class Charts. You will be provided with login details in due course.



Friends of Cliff Park

We need YOU to join our dedicated team of parents who make amazing things happen at our academy.

We need YOU to join our dedicated team of parents who make amazing things happen at our academy.

The 'Friends of Cliff Park Ormiston Academy' is a small but dedicated group of parents who organise events for the students of Cliff Park and the community as a whole. All funds raised by the group are used to buy resources for the students.

If you are able to volunteer a little time each month – usually one Thursday at 6.30pm – please contact Mr Sorrento to join (SSorrento@cliffparkoa.co.uk)



Parents Forums

We invite parents to join our online Parent Forums which take place each half term. Please look out for our weekly Parent Newsletter for further details.



Kennedy Avenue
Gorleston-on-Sea
Great Yarmouth
Norfolk NR31 6TA

Tel: 01493 661504
Email: enquiries@cliffparkoa.co.uk

Principal: Harry French
Vice Principal: Stephen Sorrento
Vice Principal: Angela Waters

All staff can be contacted by email using their first initial and surname followed by @cliffparkoa.co.uk.

Please visit our website to find out further information:

www.cliffparkoa.co.uk

www.ormistonacademiestrust.co.uk

Full Academy policies are available
on the academy website.



DISCOVER
CREATE
THRIVE
ACHIEVE