

The Pingle Academy

A place for everyone

RESPECT | ENGAGE | SUCCEED



Welcome Booklet

Name: _____

Form: _____

Welcome!



We hope that you will settle in quickly and make good progress.

We want you to join in and tell your Form Tutor if you are worried about anything.

Above all, we want you to be happy at The Pingle Academy.

We look forward to getting to know you.



Miss Sowter, Progress Leader, Year 7



Mrs Sharples, Principal

Your Teachers

Form Tutor

You will meet in your Form groups every day. Your Form Tutor will get to know you and will help and encourage you within your Form. You can talk to your Form Tutor about your successes and any problems you may have.

My Form Tutor is: _____ in room: _____

Subject Teachers: These are the teachers who take your lessons:

My Art teacher is:	
My IT teacher is:	
My Drama teacher is:	
My English teacher is:	
My Geography teacher is:	
My History teacher is:	
My Key Skills teacher is:	
My Language teacher is:	
My Maths teacher is:	
My Music teacher is:	
My PE teacher is:	
My PSHE teacher is:	
My Religion teacher is:	
My Science teacher is:	
My Technology teachers are:	

Uniform

Pingle Pride!

- White formal cotton / polyester shirt with stiff, pointed collar and buttons up to the neck (**no** puffed sleeves).
- Black Academy blazer with embroidered Academy logo.
- Plain smart / formal black trousers (these must **not** be tight to the ankle)
or knee length plain black skirt (**no** short stretchy skirts).
- Academy tie.
- V-neck black jumper with embroidered Academy logo may be worn under a blazer.
- Plain black or white socks. **No** bare ankles.
- Plain black footwear with **no** other colours, logos or stripes. Smart shoes. **No** boots.
- Black turban or head scarf may be worn for religious reasons.

Hairstyles: extreme cuts and colours are **not** permitted.

Jewellery: a wristwatch and one plain ring may be worn.

Make-up/Nails: **no** excessive make-up, nail varnish, false or acrylic nails.

Piercings: one plain stud may be worn in each ear. **No** other piercings are allowed.



PE Kit

- Red Pingle polo shirt with Academy logo
- Red Pingle outdoor top with Academy logo
- Black shorts/cycling shorts, or plain black tracksuit bottoms
- Trainers or football / rugby boots
- One-piece swimsuit or trunks / swim shorts and swimming hat

ALL jewellery (including earrings) must be removed for all PE lessons to keep you safe.



Trainers / boots with blades or metal studs must **not** be worn on the artificial turf pitch because of increased risk of ankle and knee injury and damage to the playing surface.



Bring a note..

- if you have to leave a lesson for a medical appointment e.g. doctor, dentist, optician etc... during school time. The note needs to be signed by your Progress Leader and you must report to Reception to sign out.
- if you have been absent.
- if you are not fit to take part in PE lessons.
- if you need to go out at lunchtime. This needs to be signed by your Progress Leader and you must report to Reception to sign out.



Bells

You will hear 5 bells during the day:



1. at 8.25am to call you into the Academy.
2. at 8.30am - you must be in your Form room.
3. at the end of break.
4. at the end of lunchtime.
5. at the end of the day.

The teacher tells you when it is the end of each lesson.

Fire Drills

The fire bell is a loud klaxon.

There will be practice fire drills throughout the year.

Are you ready for lessons?



You will need:

- A calculator for Maths and Science.
- A pencil case with black pens, pencils, eraser, etc... for ALL lessons.
- A dictionary for English and either French or Spanish.
- A really strong bag to carry all of your books and equipment.
- You will need a bag to carry your PE kit.

It is expected that homework will be done on time. If you find homework difficult, you must talk to your subject teacher or your Form Tutor.



Our website gives lots of useful information:
www.pingleacademy.com

Help?

What happens..

if you get lost?

Ask an older student or any member of staff who will point you in the right direction.



We all remember how confusing our first few days were. Do not panic!

if you are late?

Your name will be taken on the gate, then go straight to your Form room. If you are very late, please report to Reception.

if you have lost something?

Take care of your belongings. Use your locker, if you have one. Mark everything clearly with your name and form. Keep money with you and do not bring things you value to school.

If you have lost something, go to Lost Property in the Main Hall or to Reception.

The Lost Property room is open Monday to Friday at break-time. You may also purchase stationery supplies from the same room (see Mrs Jones).



if you are feeling ill?

Go to the First Aid room at break or lunchtime. If you have to bring tablets or medicines, you must leave them with Mrs Hughes.



if you are having a problem with your work?

If it is difficult for you to do your homework you must talk to your subject teacher or your Form Tutor.



if you are having trouble with people in school?

Tell your Form Tutor about it, or any other adult you trust. We will make sure that we deal with bullying.

if you are having any other problems or difficulties?

Ask your Form Tutor for advice.

Who else can I talk to?

Open Door - School Nurse	Every Tuesday 1.10 - 1.40pm where you can talk to an adult in the Outside Agencies Room.
Peer Mentors	Every day in room SE3, where other students will listen to any problems or worries you have.
Mrs Hughes Student Welfare / First Aid	If there is something worrying you, ask your Head of Year to make an appointment for you to see Mrs Hughes. You can also call in to speak to her at break and lunchtime in the First Aid Room.
Mrs Stretton 	You can visit the Student Support Centre at lunchtime. Mrs Stretton will make you welcome.
Mrs O'Mahony Family Support Worker for Year 7	The Family Support Workers have an office near to the Students' main entrance. 

The Library

What does the Library offer?

A quiet space for you to read, do research and complete your homework.

Lots of books, including non-fiction to help with research and fiction for reading for pleasure.

Computers with internet access, from which you can print work for your homework.

Reading Café - Tuesday lunchtimes. A chance to read and chat about books. You may bring your lunch!

The Library is open every day from 2.50pm-4.00pm when our Librarian, Mrs Tomlin is available to support you with your work.



Borrowing Books:

You can borrow up to three books at one time. You can keep books for three weeks.

You will be sent a reminder letter if your books are not returned by their due date. If you have overdue books, you will not be able to borrow any further books until they are returned.



	Monday	Tuesday	Wednesday	Thursday	Friday
Morning	8.15-8.25	8.15-8.25	8.15-8.25	8.15-8.25	closed
Break	open	open	open	open	open
Lunchtime	open	Reading Café	open	open	open

Rewards

Awards are given for...

- good work
- extra effort
- good behaviour
- uniform
- attendance
- service to the Academy



If you work hard, you and your parents and carers will be invited to our Celebrating Achievement and Sports Awards evenings.

Catering Information

You will go to the Cafeteria for your lunch and queue at the servery of your menu choice. You will need £2.35 per day for a meal, a dessert and a drink.

It is your responsibility to make sure that there is enough money on your account to pay for food and drinks.



Always keep enough money on your account for at least one or two days ahead, especially at the start of every term. You can put extra money on your account by putting cash into the machine and we also accept cheques, made payable to **'Derbyshire County Council', to be handed in to Reception with your name and form written on the back.** Money will then be credited on to your account to the value of the cheque. Please allow TWO days for processing.

During the first two weeks of September you will be given a letter to take home with information about Wisepay. This is an on-line payment system so your parent/carer can add money to your catering account. This saves you carrying the money and queuing at a machine.

Students who wish to go home for lunch must have a letter from home to seek permission from the Principal. You will be issued with a lunch pass which must be shown on the gate or at Reception every lunchtime. Students who go home at lunchtime must return five minutes before the start of afternoon lessons.



If you bring a packed lunch this must be eaten in the Cafeteria.

You are **NOT** allowed to take any food or drink out of the Cafeteria.

Meal Deals

Dish of the day / vegetarian option + potatoes + vegetable. £1.80

Dish of the day / vegetarian option + potatoes + vegetable and hot / cold dessert + in-cup drink £2.35

Sandwiches / pizza / burger / garlic bread £1.50
including a dessert and a drink £2.35

Drinks available at all counters: 35p - £1.00.

Desserts: hot puddings and cakes are available on all counters.

Desserts are available to buy separately.

Choice of yoghurt and fruit available on all counters: from 35p

Breakfast Club

Everyone is welcome to join us at Breakfast Club. It is open from 7.50am every school day. We serve toast, cereals and drinks.

Remember - if you get free school meals you are also entitled to a free breakfast!

Many students use this time to complete homework and revise for tests.



Remember to...

- ONLY use your mobile phone or electronic device in the Student Zones, Cafeteria, Student Support Centre or Learning Support Base. Please do NOT use them on corridors or anywhere else in the school building. These items must be **switched off** until you are outside. If you break this rule you will have the item taken from you by a member of staff and kept until the end of the day.
- keep to our jewellery policy. Excessive items of jewellery will be placed in the Academy safe for **five** days.
- put your litter in the bins provided.
- leave your chewing gum at home!



Lockers

Lockers are available to rent at a cost of £20.00 for the year. The lockers are managed by Independent Locker Solutions.

Applications to rent a locker can be made on-line by visiting: www.ilsschools.co.uk

Application forms are also available from Reception.

Please look after your locker and keep the key safe.

Year 7 comments:



"I was scared of making friends and being judged on my personality, but everyone else was in the same boat! The teachers are amazing and I have joined lots of clubs." Kim



"I remember that on my first day, we were allowed to go around Pingle and have a look where our classrooms were. It really helped settle me down as I was nervous." Leah

"It seemed very big at first but I soon settled in; there was no need for me to be scared." Dan



"At Pingle there are a lot of opportunities and I soon made new friends. I felt small compared to other students but everyone made me feel very welcome." Liv

"I thought the teachers would be strict, but they are very helpful. The older students are great too!" Sam



"I struggled to find the right classrooms at first, but the older students were really helpful and I soon found my way around. Everyone is so supportive." Libi

For your notes