



Home Academy Agreement – Working Together to Achieve More

#TransformingLives

Key Themes	Academy Transformation Trust will:	(Insert Name) Academy will:	As a Pupil I will:	As a Parent/Carer - I/We will:
Aspiration and Pride	<ul style="list-style-type: none"> Set, promote and deliver an ambitious vision Celebrate and promote the achievements of pupils and the academies Support and challenge academies to be the very best they can be for our pupils 	<ul style="list-style-type: none"> Be ambitious for every individual in the academy fostering interests and passions Provide opportunities for pupils to broaden their horizons Create a community we can all be proud of 	<ul style="list-style-type: none"> Work hard, try my best and be prepared Take pride in my efforts, wear my uniform correctly and be proud of my academy Consider my future options and work towards achieving them 	<ul style="list-style-type: none"> Make sure my child wears the correct uniform and has all necessary resources Encourage thinking about the future Be proud to be part of the academy Reward effort
Behaviour and Sanctions	<ul style="list-style-type: none"> Communicate key expectations to academies regarding the management of pupil behaviour Support and challenge academies with developing and implementing their policies 	<ul style="list-style-type: none"> Promote positive behaviours Set out clearly rules, rewards and sanctions in a policy and ensure they are communicated and promoted widely and often Apply the policy fairly and equitably 	<ul style="list-style-type: none"> Have excellent attendance Read and uphold the academy rules Promote positive behaviour, be a role model to others in the academy and off site Accept what happens if rules are broken 	<ul style="list-style-type: none"> Read and respect the academy rules Work with staff to ensure rules are upheld and not repeatedly broken Ensure positive behaviour messages and full attendance are promoted at home
Communication and Events	<ul style="list-style-type: none"> Develop, maintain and update a Trust web page and other key documentation Use Twitter to enable staff to engage and initiate education debate and research Plan and run a pupil awards annually 	<ul style="list-style-type: none"> Ensure all documentation is available electronically and if required in paper form Give sufficient notice of events and update the website calendar to reflect this Plan and run a wide range of events annually 	<ul style="list-style-type: none"> Share key academy information with home Regularly visit the academy web site and check the academy calendar Attend relevant academy events and support them fully 	<ul style="list-style-type: none"> Read and where required act on academy communications promptly Ensure my child is aware of key dates across the academy year and is prepared for them Support academy events
If things go wrong	<ul style="list-style-type: none"> Ensure all academies have and promote our complaints procedure making sure it is clearly accessible Support and challenge academy leaders where required to lead to a positive resolution 	<ul style="list-style-type: none"> Actively listen and ask questions Direct parents to further help and/or the complaints procedure Make changes if they are deemed required Contact you after to check for resolution 	<ul style="list-style-type: none"> Share any worries I may have with my parents and/or academy staff Support all decisions made by the academy and my parents/carers Speak up again if things are still not right 	<ul style="list-style-type: none"> Initially contact academy teaching staff Not use social media to air my views Escalate my concerns through the complaints procedure Work with staff to resolve the issue
Learning Environment	<ul style="list-style-type: none"> Ensure all academies have a top drawer site supervisor and regional premises manager, are well maintained, fully compliant with legislation and updated in response to need Expect high quality learning environments 	<ul style="list-style-type: none"> Maintain and improve the academy campus and develop a safe, happy, respectful and learning focussed community for all Have top quality displays that promote and celebrate learning, culture and endeavour 	<ul style="list-style-type: none"> Help keep my academy clean and tidy and use academy resources appropriately Work hard and allow others to work hard Be proud to have my work displayed and take an interest in the work of others 	<ul style="list-style-type: none"> Pass on any concerns and positive comments about the academy premises to academy staff Remind my child to respect the academy environment and check they do Observe the displays when in the academy
Teaching, Learning and Curriculum	<ul style="list-style-type: none"> Regularly monitor the work of academies through the model of challenge, support and intervention Promote and share existing best practice from within and beyond the Trust 	<ul style="list-style-type: none"> Insist on teaching of the highest quality Design and implement a diverse, challenging and relevant curriculum Ensure all pupils have access to a range of broader experiences and opportunities 	<ul style="list-style-type: none"> Listen carefully and pay attention Be positive, open minded, ask questions and for help if I need it Be determined to do my best Reflect on feedback and learn from mistakes 	<ul style="list-style-type: none"> Take an active interest in what my child is learning and support where I can Expect my child to complete homework Attend open events, parent/staff consultations and read relevant documents
Safeguarding	<ul style="list-style-type: none"> Make safeguarding the top priority Monitor the quality of safeguarding practices across all academies providing swift and effective support and challenge where necessary 	<ul style="list-style-type: none"> Make safeguarding the top priority Ensure checks, training, systems and procedures are compliant and reflect best proactive practice Support pupils and families in partnership 	<ul style="list-style-type: none"> Make safeguarding a priority Talk to staff if anything is worrying me Keep an eye on my friends and classmates and talk to staff if I think something may be worrying or wrong with them 	<ul style="list-style-type: none"> Make safeguarding a priority Be vigilant and alert the academy to any concerns Fully support staff with all safeguarding work, training and procedures

Signed	Academy Transformation Trust	(Academy) Principal	Pupil	Parent/Carer/s

Home Academy Agreement during Covid 19 full opening - September 2020

Key Themes	Iceni Academy Methwold will:	As a Student I will:	As a Parent/Carer - I/We will:
Journey to and from school	Ensure that all students enter the site through the designated points of entry. Ensure that all students receive a tutorial on the correct way to put on, remove and store a face mask.	Wear a face covering on the bus to and from school. Remove my face covering on entry to the academy and store in a sealable bag. Listen carefully to and follow any updates concerning the wearing of a face covering in school. Carry my 'exempt from wearing a face covering' card if this applies to me	Ensure I bring and collect my child on time Ensure that my child socially distances as necessary at the bus stop Ensure my child is equipped with an appropriate face covering and sealable bag in which to store it during the day. Ensure my child has the necessary 'exempt from wearing a face covering' card where applicable.
Break & Lunch times	Stagger break times to reduce the number of groups out at one time. Create safe spaces for each group to be in away from other groups.	Stay in my designated space. Observe social distancing with my friends/peers.	Remind my child of the need to observe social distancing.
Adults	Ensure the number of staff teaching each group is limited as much as subject specialisms will allow and consistent where possible.	Listen to the member of staff who is with my group and stay with my group.	
Contacting staff	Communicate all information through the weekly update, text message, or email and, where required, telephone call.	Ensure I tell a member of staff about any issues during the day.	Call or email the academy with any concerns that I may have: helpme@iceni.atrust.org.uk Be polite and courteous to staff at all times understanding that staff are working to minimise risks and to allow students to engage with work where possible.
Office area	Be available by phone or email to answer queries: helpme@iceni.atrust.org.uk		Contact the office by phone or email. If there is an emergency, observe social distancing in the academy reception. Understand that for face to face meetings social distancing will be observed.
Cleanliness	Ensure that soap and hand sanitiser is readily available and that regular handwashing is insisted upon. Make sure that environments are kept clean. – Areas will be cleaned daily and between use. Ensure staff clean areas – work surfaces, door handles etc - when entering/leaving a classroom.	Not bring anything into the academy that is not necessary. Wash my hands/use sanitiser regularly. Sneeze and cough into a tissue and put the tissue in to the closed lid bin straight away. Eat my meals in the allocated space. Keep a safe space between myself and my friends. Use my own equipment and look after it.	Make sure my child washes their hands before leaving the house. Make sure that students only bring essential equipment into school
Social distancing and safe behaviours	Insist on maintaining distance, as much as we are able, and maintain high levels of hygiene for all members of the academy community and the environment. Ensure that all students receive a tutorial on the correct way to put on, remove and store a face mask.	Be respectful to people at all times. Keep my friends safe by not hugging or touching them. Walk home alone or only travel as instructed including only sitting in my allocated bus seat. If I choose to wear a face covering to follow the guidelines on how to wear it and store it in a sealed plastic bag.	Talk to my child about the need for high levels of hygiene. This includes not hugging, holding hands, sharing their drinks/food etc as well as washing hands thoroughly when asked to and when they wish to. Ensure my child follows social distancing when not in the academy which includes coming to and from the academy. Provide my child with a suitable face mask and a sealable plastic bag to store it in.
Well being	Provide support for your child as we always have done. Provide information to help with mental health and wellbeing.	Follow the new rules in the academy to keep everybody safe. Seek support from someone if I need help. Bring my own water bottle to use whilst in the academy.	Support academy staff as we endeavour to get the students back into the academy.
Illness and symptoms	Inform parents/carers of the group of students should one of them display symptoms and advise on self-isolation for 14 days and testing. This includes any adult displaying symptoms. Call parents/carers to collect individual students if they are ill in any other way. Keep any child displaying symptoms safely away from others in a designated room and care for them using PPE.	Tell an adult straight away if I feel unwell in any way.	Keep my child at home if they display symptoms or if they are ill. Call the academy to let them know that my child will not be in and why as soon as possible. Make sure the academy has at least 2 contact numbers of someone who can be contacted throughout the day.
Signed	Iceni Academy Methwold Principal	Student	Parent/Carer/s
			