



**PEMBROKE**  
A PRIORY ACADEMY

Information Booklet

# Introduction

The Priory Pembroke Academy has a reputation for high standards of learning, uniform and behaviour.

With considerable attention to detail, we set out clearly what is expected of our students and we suggest to all prospective members of our Academy that if you join us, you have pledged to follow all of our rules, not just the ones that are convenient. We always ask parents for their support in this and are delighted by their positive response.



## The Priory Pembroke Academy

Croft Lane,  
Cherry Willingham,  
Lincoln  
LN3 4JP

**Telephone:** 01522 751040

**Email:** [generalenquiries@priorypembroke.co.uk](mailto:generalenquiries@priorypembroke.co.uk)  
**[www.priorypembroke.co.uk](http://www.priorypembroke.co.uk)**

**Headteacher:** Mr S Evans



## UNIFORM

We consider the wearing of uniform to be very important. It provides our students with an identity, it helps promote a purposeful approach to learning and it demonstrates a commitment to the values of the Academy. Our strict and consistent approach is appreciated by students and parents. Indeed, both students and parents have worked hard with us to ensure that the uniform is of a high standard and appropriate to the requirements of modern-day education.

There is an expectation that all members of the Academy will strive to look their best. For students this will mean wearing the Priory Pembroke Academy uniform correctly when travelling to, from and within the Academy and when on trips and visits. Extreme haircuts (as determined by the Academy) and evidence of dye or tints are not acceptable. All items of uniform, including PE kit, must be clearly marked with the student's name. An up to date version is always available on our website.

## BUYING ACADEMY UNIFORM

We have set out in the uniform information pages very specific requirements for uniform in terms of colour and style. These can be sourced from the main uniform supplier. If you are unsure, we are happy to help.

### UNIFORM FOR GIRLS

**Blazer:** Navy blue with Academy badge.

**Skirt:** Academy skirt worn to the knee.

**Trousers:** Mid-grey (straight, classic style – no stretch fabrics, turn-ups or flares). Trousers should not be cropped (there should be no gap between the bottom of the trouser and the shoe) and they should not be slim fit. Belts are permitted, but they must be black and plain.

**Tie:** The Academy tie - worn so that there is no gap between the bottom of the tie and the skirt/trouser waistband.

**Shirt:** Sky blue worn with Academy tie (can be long-sleeved or short-sleeved).

**Shoes:** Black with flat or low heels (less than 5cm from where the heel joins the shoe). No trainers, platform or ballet-style shoes. Shoes must be of a solid construction, polishable and suitable for a busy school environment.

**Jumper (optional):** V-neck jumper: navy blue.

**Socks:** Mid-grey, navy or black ankle socks if worn with trousers. White ankle socks if worn with skirt. No logos or designs. No trainer socks.

**Coat:** Navy blue or black. Plain in style, with no logos or stripes or trimmings such as fur. Reflective stripes are permitted.

**Tights:** 70 denier navy opaque or navy cotton tights.

**Academy bag:** Navy blue or black. Plain in style. No other colours allowed. The bag must be suitable for school use.

**Scarf:** Navy blue, plain in style.

**Hat:** Navy blue, plain in style.

**Gloves:** Navy blue, plain in style.

**Earrings:** Spherical plain studs only. Plain gold or silver only. To be worn on the lower lobe of each ear (one stud per ear).

**Jewellery:** No jewellery other than plain earrings (see above) and one plain ring. Watches may be worn but smart watches are not permitted.

**Hair bobbles/Alice band:** Navy blue or the colour of the hair, plain in style.

**Hair slides:** Navy blue or the colour of the hair.

**Hairstyles:** Extreme hairstyles (as decided by the Academy) are not permitted. Hair colour must be natural and one shade throughout.

**Muslim Hijab:** If worn, it must be navy blue.

**Make-up:** Make-up may be worn if applied sparingly. False nails, false eyelashes and nail varnish are not permitted.

### UNIFORM FOR BOYS

**Blazer:** Navy blue with Academy badge.

**Trousers:** Mid-grey (straight, classic style – no turn-ups or flares). Trousers should not be slim fit. Trousers should not be cropped (there should be no gap between the bottom of the trouser and the shoe).

**Tie:** The Academy tie - worn so that there is no gap between the bottom of the tie and the trouser waistband.

**Shirt:** Sky blue worn with Academy tie (can be long-sleeved or short-sleeved).

**Shoes:** Black shoes, of a solid construction, polishable and suitable for a busy school environment.

**Jumper (optional):** V-neck jumper: navy blue.

**Socks:** Mid-grey, navy or black ankle socks. No logos or designs. No trainer socks.

**Coat:** Navy blue or black. Plain in style, with no logos or stripes or trimmings such as fur. Reflective stripes are permitted.

**Academy bag:** Navy blue or black. Plain in style. No other colours allowed. The bag must be suitable for school use.

**Scarf:** Navy blue, plain in style.

**Hat:** Navy blue, plain in style.

**Gloves:** Navy blue, plain in style.

**Jewellery:** One plain ring. Watches may be worn but smart watches are not permitted.

**Make-up:** Not permitted for students within Years 7-11.

**Hairstyles:** Extreme hairstyles (as decided by the Academy) are not permitted: not shorter than grade 2, no tram-lines/edges/steps, and the length no longer than the collar. Hair colour must be natural and one shade throughout.

\*The latest version of the uniform code/specification can be found on the Academy website.





## GENERAL INFORMATION

### Insurance

Parents are reminded that we do not accept responsibility for personal property. Students are strongly advised not to bring expensive items to the Academy. Parents should initially check their household insurance policy to see that they are covered. The Academy does not accept any liability.

### Mobile phones and cameras

Whilst we understand that mobiles have, to an extent, become a useful security item, they bring with them significant problems. Whilst on site, mobile phones must be turned off and remain off. Students are advised to be discreet in the use of their phones in their journeys to and from the Academy in order to prevent them becoming a target of aggravated phone theft. The taking of photographs of any kind, on the Academy site, is done so with the prior permission of senior staff only. Possessing images taken on our site, even if it is of friends, can lead to problems.

### Calculators

It is beneficial for students to have a simple scientific calculator. They are suitable for pupils up to the end of their GCSE courses. Maths and Science teaching staff will be pleased to offer advice on such a purchase.

### Charging for activities

The Priory Pembroke Academy does not charge fees for tuition. Charges may be necessary for activities which take place in Academy time or which form part of the curriculum of the Academy.

In some cases, the Academy may invite parents to make a voluntary financial contribution to activities which are additional to the basic curriculum.

However, there will be no obligation to make such contributions and equality of opportunity for all students will be maintained, irrespective of any voluntary contributions. The only exception to this is for external music tuition where there will be a charge which is payable in advance.

### Academy trips

Trips are a valued part of our provision. Their success is due to the dedication and commitment of the staff who carry out these voluntary duties. It must be remembered that there is no automatic right for students to participate in these activities and the Academy, therefore, reserves the right to decide on the composition of any trip.

The inclusion of students is on the understanding that their standard of behaviour and progress in their work and commitment to the wearing of their uniform is acceptable. If they fall short in these areas, then the Academy reserves the right to exclude students from the trip. Similarly, as students represent the Priory Pembroke Academy on the trip, it is essential that their behaviour reflects our high expectations.

Failure to adhere to the requirements of the trip, including the wearing of smart casual dress (as set out in a kit list) and excellent behaviour throughout, could result in students being withdrawn from the trip, being sent home from the trip and/or being prevented from involvement in future trips. The Academy's decision is final.

## FURTHER INFORMATION

### Detentions

Detentions are part of the Academy's behaviour procedures. This is not a voluntary activity and, although parental agreement is not required, we seek to work together on this, and you will be informed if your child has received an after-academy detention.

### Behaviour outside Academy

Students must apply the same high standards of behaviour when wearing uniform outside of the Academy as they do within it.

### Arrangements for students with Special Educational Needs (SEND)

The criteria for admitting students with SEND are the same as for other students except where the LEA decides that mainstream education is not appropriate. Parents of a student with a statement for Special Educational Needs should discuss their child's needs with the Academy before an application is made.

### Sex and Relationship Education

There is a programme of sex and relationship education within the curriculum in order to assist students to have due regard for moral and social considerations. The programme is covered through a variety of means, including the Science curriculum, during tutor time and one off workshops with external visitors. In particular, the aims of the Academy's Sex and Relationship Policy are to support the personal, moral and social development of all students and ensure that they have the ability to accept their own and each other's sexuality. They should learn to enjoy relationships based on caring, mutual

respect and responsibility whilst learning to take responsibility for the health of themselves and those around them.

### Religious Education

RE is provided for all students. Parents have the right to withdraw their child from acts of religious worship and other religious education by making a written request to the Headteacher. The Academy has no affiliation with any religious denomination.

### Equal opportunities and diversity

The Academy is committed to providing equal opportunities for all. The Academy website contains links to a full range of Federation policies, including Admissions, Safeguarding and Child Protection, Sex and Relationship Education, Health and Safety and Anti-Bullying.

### Expressing your concerns

We are fully committed to providing the best possible education for your child. However, we realise that sometimes things go wrong and that this can be an anxious time. Most concerns can be resolved through contact with your child's Form Tutor in the first instance. If you feel that an issue has not been resolved, then their Head of Year can be contacted in writing or by phoning the Academy reception. We will try to deal with your concerns within 24 hours, but certainly within five working days. If you are still unhappy, we will provide you with information about your rights and the different ways in which you can pursue your concerns.





## ADMISSIONS

For our up to date admission policy, please see the Academy Website  
[www.priorypembroke.co.uk](http://www.priorypembroke.co.uk)



## ACADEMY TRANSPORT

This is organised by the LA for students who live in catchment. The LA will write to you following the allocation of a place to explain the process, and it will also send a bus pass for your child during the summer break. If you receive nothing by early August, please telephone Transport Applications on 01522 782020.

There is a Code of Conduct covering behaviour on the Academy buses, for both the bus companies and children. These are agreed between the LA and the bus companies. If you are unhappy with anything to do with the Academy transport arrangements, you should telephone the LA School Transport Hotline 01522 782020. Please do not complain to the Academy, but by all means let us know that you have complained.

Students are required to show their bus pass on every journey and should keep it with them. The behaviour and discipline of students on the buses is also the responsibility of the LA and the bus companies. They have the ultimate sanction of refusing to carry a child. However, the Academy does intervene when we learn of any problems with behaviour on the bus and, where necessary, impose sanctions to avoid the imposition of a bus ban. We will always inform parents if we have any concerns.

## THE ACADEMY DAY

08.40 – 09.10	Tutor Time
SMSC/Careers/Assembly	
09.10 – 10.10	Period 1
10.10 – 11.10	Period 2
11.10 – 11.30	Break
11.30 – 12.30	Period 3
12.30 – 13.00	Lunch
13.00 – 14.05	Period 4
(including Afternoon Registration)	
14.05 – 15.05	Period 5

## TERM DATES 2020/21

<b>Module 1</b>	Thursday 3 <sup>rd</sup> September 2020 – Friday 23 <sup>rd</sup> October 2020
<b>Module 2</b>	Monday 2 <sup>nd</sup> November 2020 – Friday 18 <sup>th</sup> December 2020
<b>Module 3</b>	Tuesday 5 <sup>th</sup> January 2021 – Friday 12 <sup>th</sup> February 2021
<b>Module 4</b>	Monday 22 <sup>nd</sup> February 2021 – Wednesday 31 <sup>st</sup> March 2021
<b>Module 5</b>	Monday 19 <sup>th</sup> April 2021 – Friday 28 <sup>th</sup> May 2021
<b>Module 6</b>	Monday 7 <sup>th</sup> June 2021 – Tuesday 20 <sup>th</sup> July 2021

## TERM DATES 2021/22

<b>Module 1</b>	Monday 6 <sup>th</sup> September 2021 – Friday 22 <sup>nd</sup> October 2021
<b>Module 2</b>	Monday 1 <sup>st</sup> October 2021 – Friday 17 <sup>th</sup> December 2021
<b>Module 3</b>	Wednesday 5 <sup>th</sup> January 2022 – Friday 11 <sup>th</sup> February 2022
<b>Module 4</b>	Monday 2 <sup>nd</sup> February 2022 – Friday 1 <sup>st</sup> April 2022
<b>Module 5</b>	Tuesday 19 <sup>th</sup> April 2022 – Friday 27 <sup>th</sup> May 2022
<b>Module 6</b>	Monday 6 <sup>th</sup> June 2022 – Thursday 21 <sup>st</sup> July 2022





# CURRICULUM

## Key Stage 3 lessons per week

Mathematics.....	4
English.....	4
Science.....	3
Geography.....	2
History.....	2
Spanish.....	2
ICT.....	1
PE.....	2
PSHMRE.....	1
Music.....	1
Drama.....	1
Art.....	1
Technology.....	1

## Key Stage 4 lessons per week

Mathematics.....	4
English.....	4
Science.....	4
PE.....	1
PSHMRE.....	1
Option A.....	3
Option B.....	3
Option C.....	3
Option D.....	2



## Key Stage 5

As part of the Priory Federation, students have a right of passage into the many options available at Sixth Form. This includes traditional A-level, BTECs and Vocational training.

## Please see:

[www.priorycity.co.uk](http://www.priorycity.co.uk)  
[www.priorylsst.co.uk](http://www.priorylsst.co.uk)  
[www.priorywitham.co.uk](http://www.priorywitham.co.uk)



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