



BROADWAY ACADEMY

Admission to Broadway Academy

The Academy admits up to 210 students each year. The local authority is responsible for the administration of admissions and details of the admissions criteria are available in the "Secondary Opportunities" booklet which is distributed by the Local Authority.

If you are concerned about whether your child is eligible, we will be happy to discuss the criteria with you.

In September 2015 and 2016 we were oversubscribed and have a waiting list for entry.

We welcome parents and prospective students to view the Academy at any time but in September this year, for entry in 2016, the arrangements for open week are as follows:

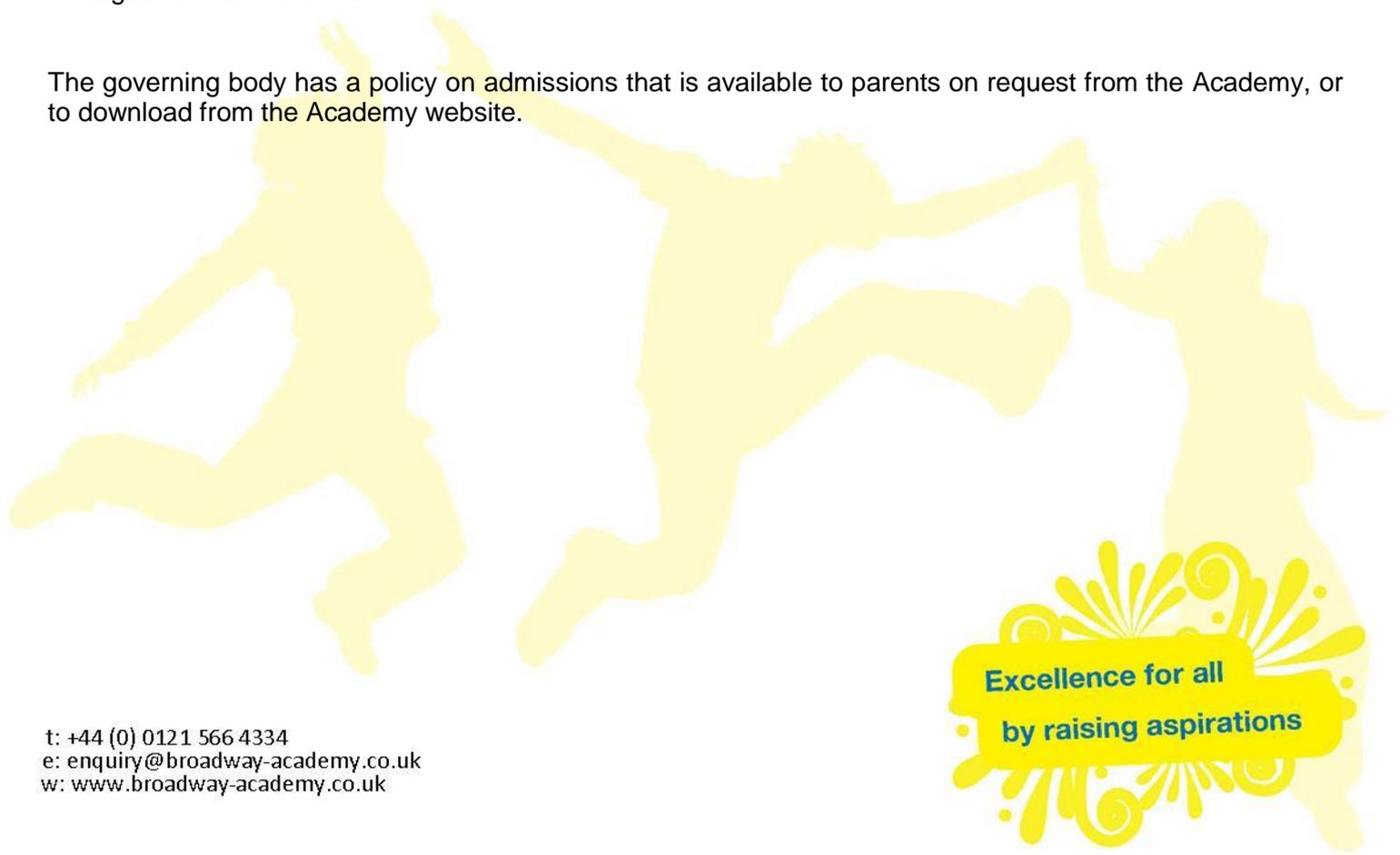
Tuesday 13 September Tours at 09.30 and 10.30

Wednesday 14 September Tours at 09.30 and 10.30

Thursday 15 September Tours at 09.30 and 10.30 and Tour at 18.00 – 20.00

Anyone wishing to visit the Academy at other times should contact the Reception Desk to make arrangements in advance:

The governing body has a policy on admissions that is available to parents on request from the Academy, or to download from the Academy website.



**Excellence for all
by raising aspirations**

t: +44 (0) 0121 566 4334
e: enquiry@broadway-academy.co.uk
w: www.broadway-academy.co.uk



BROADWAY ACADEMY

The School Day

| | | | | |
|-------------------|--|---------|---|---------|
| Monday – Thursday | Registration | 08.40am | - | 09.00am |
| | Period 1 | 09.00am | - | 10.00am |
| | Period 2 | 10.00am | - | 11.00am |
| | Break: | 11.00am | - | 11.20am |
| | Period 3 | 11.20am | - | 12.20am |
| | Lunch | 12.20pm | - | 1.05pm |
| | Period 4 | 1.05pm | - | 2.05pm |
| | Period 5 | 2.05pm | - | 3.05pm |
| Friday | No Registration period. Day starts with Period 1 at 9.00am | | | |

At lunch time students will stay on site and have a school meal or bring a packed lunch.





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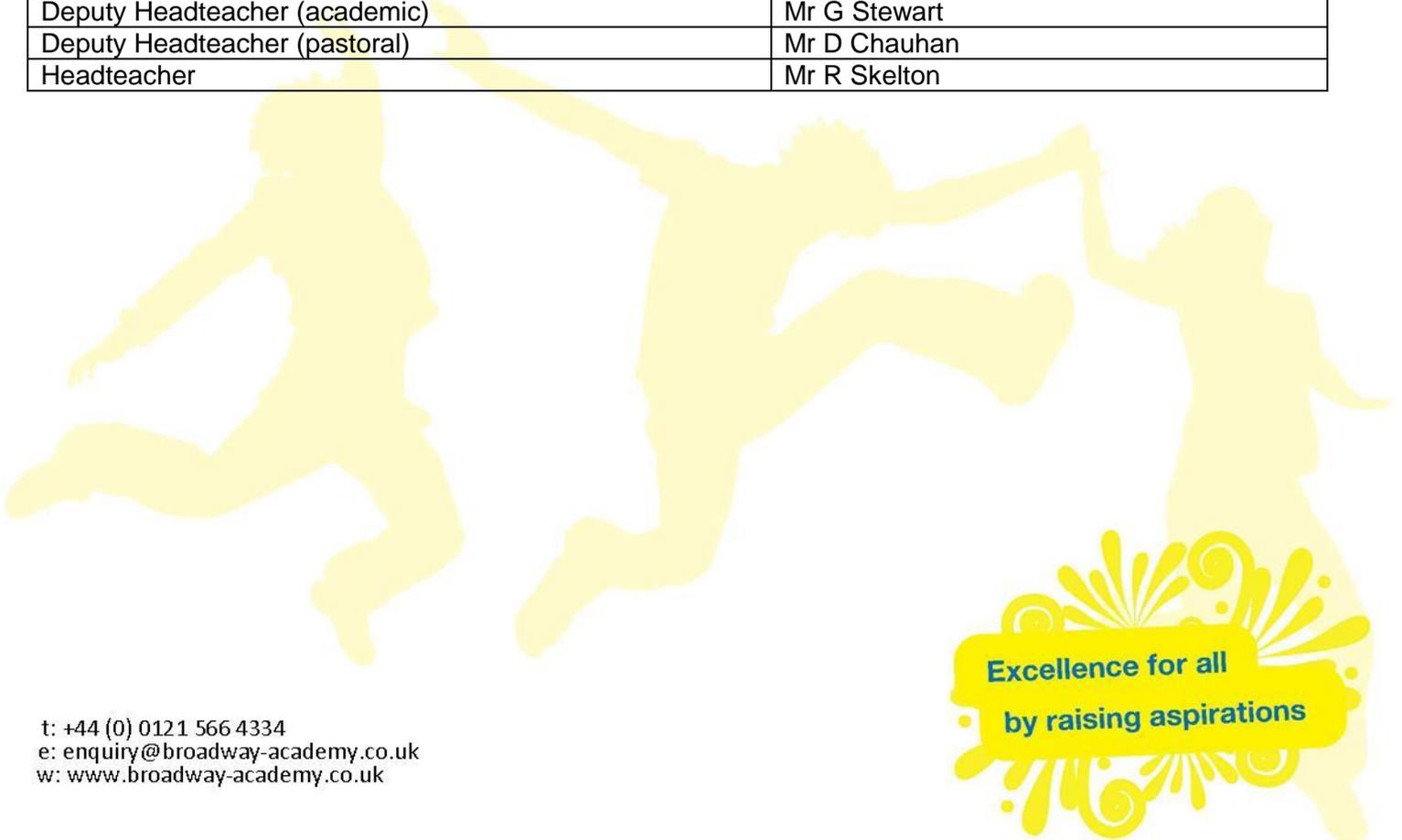
Who to contact

In the first instance day to day pastoral concerns should be directed to our Student Support Managers (SSM's), through to an Assistant Headteacher and finally to the Deputy Headteacher (pastoral).

Queries relating to the 6th Form should be addressed to Ms Smith. However, initially, please contact the Reception office and you will be directed to the appropriate person in relation to your enquiry.

We also have home school liaison workers who can speak Bengali and Urdu and will be available if you need them.

| | |
|-------------------------------|---------------------------------|
| SSM Year 7 | Miss N Munawar |
| SSM Year 8 | Mr S Hussain |
| SSM Year 9 | Mrs A Davis |
| SSM Year 10 | Mr H Ahmed |
| SSM Year 11 | Mrs Palmer-Mills / Mr K Robbins |
| 6 th Form | Ms A Smith |
| Outreach Workers | Mr S Ali / Ms S Khan |
| | |
| Assistant Headteachers | Mr A Taylor / Mr S Carroll |
| Deputy Headteacher (academic) | Mr G Stewart |
| Deputy Headteacher (pastoral) | Mr D Chauhan |
| Headteacher | Mr R Skelton |



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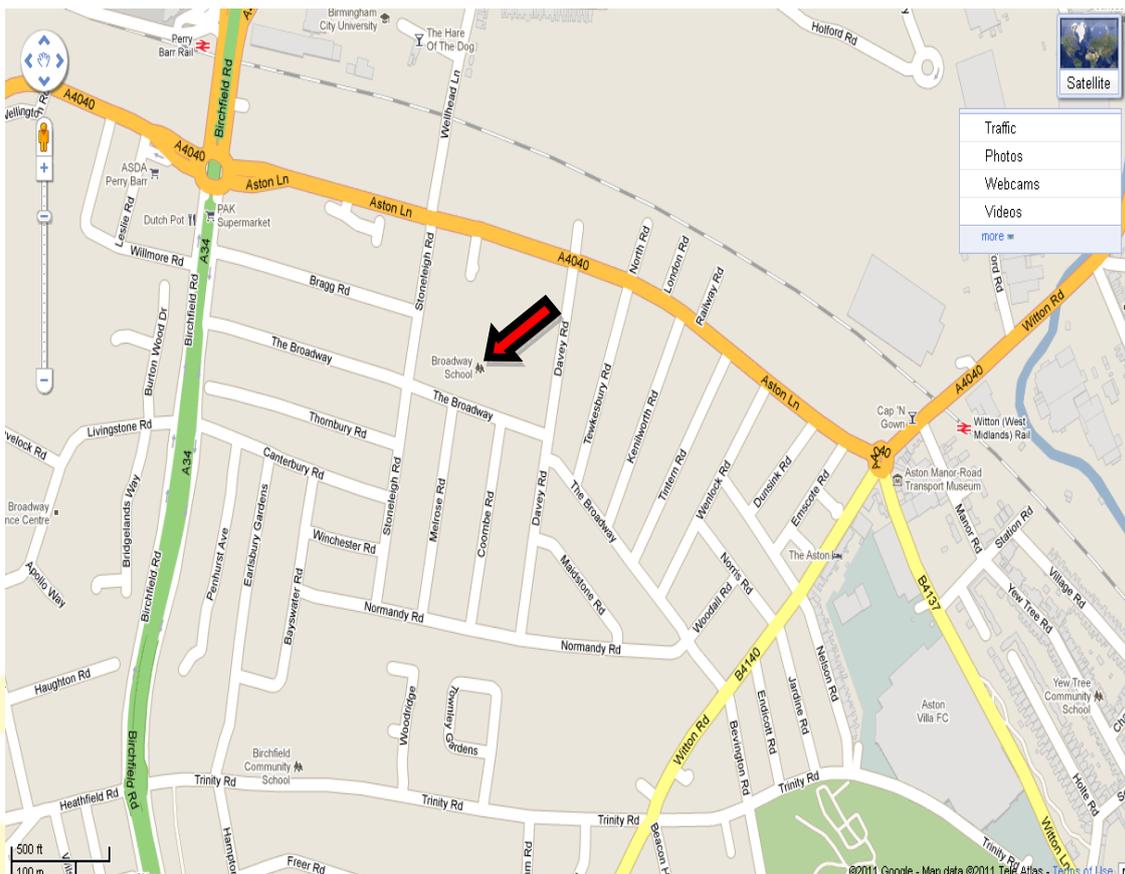
BROADWAY ACADEMY

School Travel Plan

Broadway Academy has a school travel plan that encourages both staff and pupils to use more sustainable forms of transport. This is beneficial not only for our health and safety, but also for our environment. To help give a more informed choice, here is a list of buses that serve the local area. For more information visit our website: www.broadway-academy.co.uk.

Buses which run near the Academy:

Nos. 7, 11a, 11c, 33, 34a, 46, 51, 52, 56, 56a, 91, 107, 113x, 123, 424, 616, 654a, 934 and 993.



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BROADWAY ACADEMY

Rates of Authorised and Unauthorised Absence

| | |
|---------------------------|--------|
| Number of pupils on roll: | 1197 |
| Authorised absences: | 3.97% |
| Unauthorised absences: | 1.15% |
| Overall Attendance | 94.89% |

Details of Routes taken by Pupils over 16

Percentage Breakdown of Destinations of 2015 Leavers – a comparison with 2014

| Destination | 2013 | 2014 | 2015 |
|-----------------------------------|------------|------------|------------|
| School / Academy VI Form | 107 | 34 | 75 |
| VI Form College and FE College | 84 | 141 | 100 |
| Continuing Education Total | 191 | 175 | 175 |
| Employed | 0 | 4 | 2 |
| Training Scheme | 4 | 8 | 10 |
| Unemployed | 0 | 2 | 4 |
| Left Area / no response | 4 | 20 | 0 |
| Others | 0 | 0 | 0 |

Targets for Public Examinations at Key Stage 4

| | Progress 8 | Attainment 8 | English Baccalaureate | A* - C English & Maths | English APS | Maths APS |
|--|------------|--------------|-----------------------|------------------------|-------------|-----------|
| 2015 Actual | 0.15 | 44.4 | 7% | 49% | 5.26 | 4.41 |
| Government FFT aspirational 2016 targets | 0.06 | 42.1 | 14% | 57% | 4.52 | 4.16 |
| Broadway internal aspirational 2016 Targets | 0.99 | 51.5 | 15% | 67% | 5.66 | 5.27 |

Copies of the most recent year's results can now be obtained from the Academy website



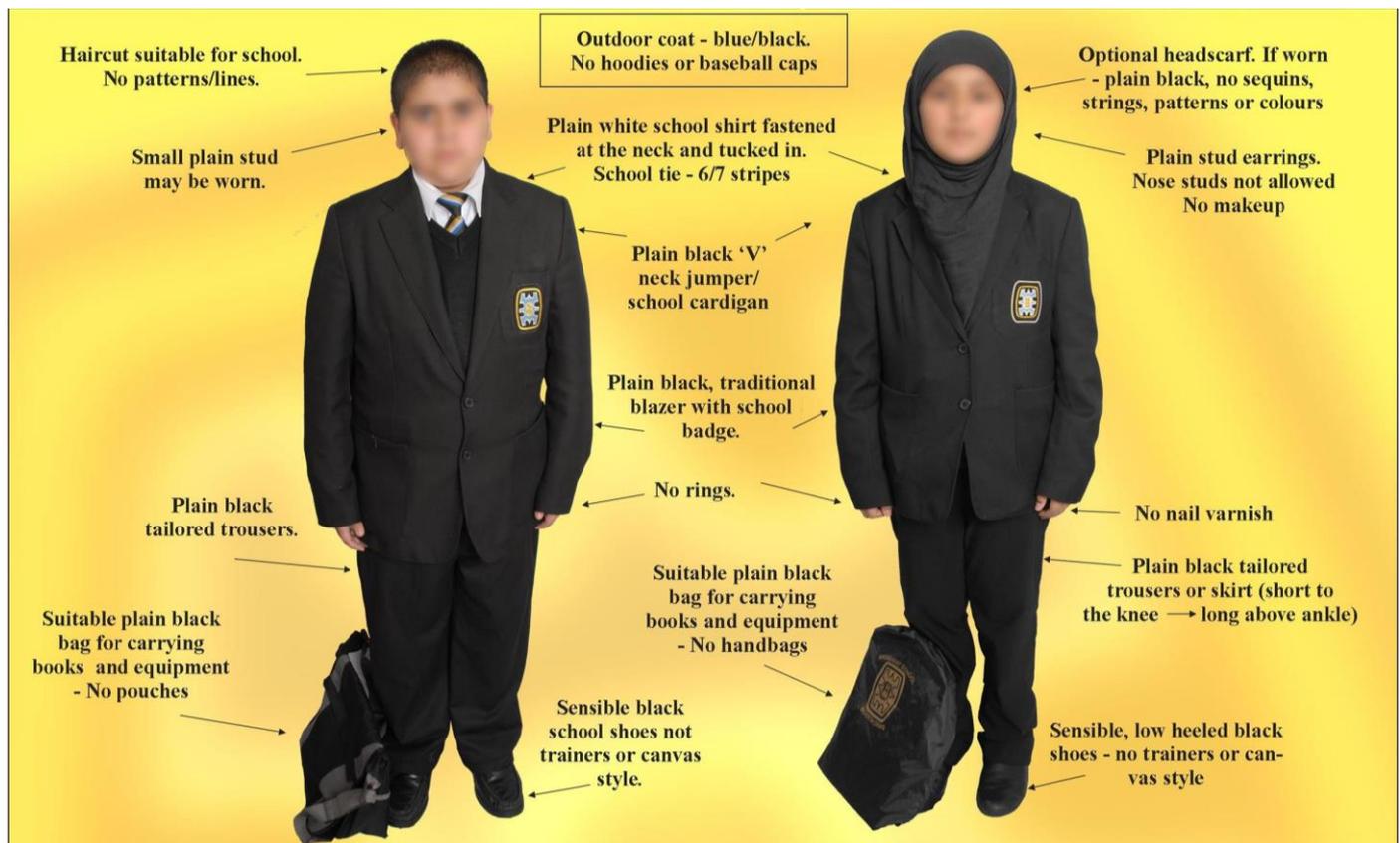


BROADWAY ACADEMY

Uniform and Dress Code

We are a uniformed Academy and are proud of the smart and intelligent appearance of our students. We thank parents for supporting our policy and making sure that our students are good advertisements and ambassadors for Broadway Academy.

Our uniform rules apply to the journeys to and from the Academy as well as during the school day. Items are readily available at all department stores or supermarkets depending on your price range. You can purchase ties and blazer badges from the reception office. We strongly advise parents to make sure that clothing is labelled with their child's name.



At Broadway we are happy for students to bring mobile phones into school but please make sure that students understand that **mobile phones should be switched off before entering the building and not be switched back on until after they have left school. Mobile phones should not be visible in school; they must be kept in the student's bag or pocket.** If the phone is visible or used during the day it may be removed and locked away in the reception office safe until a parent / guardian can collect.



BROADWAY ACADEMY

Assemblies

Since Broadway Academy students come from a wide variety of cultural and religious backgrounds, the governors, parents and staff were successful in seeking a determination which removes the requirement for students to attend broadly Christian Acts of Worship.

The presentation and content of assemblies reflects the various faith backgrounds of the students in the Academy and supports the multi-cultural, anti-racial and equal opportunities policies of the Academy.

Assemblies will provide students with important opportunities to promote whole school identity, share values and unity, helping them to recognise their part in the whole school community.

In the event that you do not wish your child to participate in assemblies or religious education provision please contact the Headteacher.

The governing body has a policy on collective worship that is available to parents on request from the reception office, or to download from the Academy website.

Sex and Relationships Education

The governing body has a policy on sex and relationships education that is available to parents on request from the reception office, or to download from the Academy website.

Discipline and Behaviour

"The Broadway values of 'integrity, respect, optimism, responsibility, appreciation, aspiration, generosity and inclusivity' permeate the life of the school" (Ofsted, February 2016).

The Academy demands a high standard of behaviour from all students (see the student planner). As a caring community Broadway expects consideration and concern for others to be shown at all times. Each student is responsible for his or her own actions and for the consequences of those actions. Parents will be involved immediately if there are serious problems.

The behaviour policy and procedures are included in the student planner and Academy website.



BROADWAY ACADEMY

Assessment and Reporting

We believe that effective communication with parents about their child's progress is key to maintaining productive relationships. Therefore, all Broadway parents receive regular interim reports throughout the academic year which give feedback on their child's academic progress and attitude to work. This year we will also be regularly reporting on effort, attendance and behaviour.

Our Student Support Managers monitor and track their pupils using this information so that rewards can be given or action taken to rectify any problems as soon as they arise. All pupils have at least one progress evening a year where parents can meet with subject teachers, form tutor and student support manager. Year 7 and 12 students have additional "settling in" evenings to aid the transition into Broadway or our 6th Form respectively.

The governing body has a policy on assessment and reporting that is available to parents on request from the reception office, or to download from the Academy website.

Information Advice and Guidance

"Pupils are well prepared for the next stage of their education, training or employment" (Ofsted, February 2016).

As part of our drive to further improve the curriculum, guidance lessons and work related learning will be delivered through collapsed curriculum days. This will allow us to be more flexible and innovative with our delivery, enabling the use of outside speakers such as business experts; health professionals; further and higher education providers and enterprise days for pupils. We will also use this time to deliver all PSHE programmes as well as careers guidance.

To ensure we provide impartial Information and careers guidance we work with an external provider for our careers and guidance and one to one careers interviews.

A copy of our IAG policy can be found on the website. Alternatively parents can contact the reception office to speak to the Assistant Head Teacher responsible for IAG.



BROADWAY ACADEMY

Work Experience

In previous years we have offered work experience in Year 10 to all pupils, however, more recently we have encountered a number of issues. Firstly, all schools are finding that quality placements are difficult to acquire. The current economic climate has also impacted on the number of organisations willing to support work experience. In addition to this the pupils have an increasing number of coursework, controlled assessments and examinations so finding a slot which does not impact on our pupils' academic achievement is very difficult.

We will still be supporting those students who wish to complete a work experience out of school hours, during the holidays. Forms are available from the Student Support Manager for Year 10.

Work experience will be available in Year 12 as we find the older students are more willing to travel to city centre locations to get quality placements with larger business organisations. Sixth Form students also tend to have a better idea of the type of vocation they wish to consider themselves thus making the experience more beneficial. In addition to this businesses offer greater opportunities as there are fewer constraints as students are over 16 years of age. Following on from this work experience pupils also use the information to inform their personal statement for their University applications or to update their CVs.

Should parents have a particular desire for their child to do a work placement before Year 12 they are, of course, free to organise this but we would encourage that they utilise the holiday period so it doesn't impact on their studies.

Attendance

"The aspects of the Academy that are already outstanding include attendance..." (Ofsted, January 2011). We believe strongly in the link between good attendance and doing well at Academy.

We do everything we can to ensure every child on our roll is supported and encouraged to attend regularly so that they can maximise their potential.

We have an advanced tracking system for monitoring the attendance of all pupils. Good attendance is suitably rewarded and pupils with attendance issues are highlighted and dealt with at an early stage. In addition to form teachers a whole host of other staff support attendance including an assistant headteacher, attendance administrators, student support managers, student support assistants and outreach workers.

The governing body has a policy on attendance that is available to parents on request from the reception office, or to download from the Academy website.



BROADWAY ACADEMY

Homework

*“All staff are focussed on their pupils doing well. They set targets that are aspirational and challenging”
(Ofsted, February 2016).*

Homework is compulsory. There is a timetable for all years. Students are issued with a student planner. The co-operation and encouragement of parents in this matter in seeing that the work is conscientiously done is extremely important. In the first 2 years, homework should occupy no more than 1 hour each evening. In Year 9, 1 ½ hours maximum is recommended.

In Year 10, this may vary according to the choice of course for which your child has opted. In Years 11 and the 6th Form, student should be prepared to devote a large proportion of their spare time to the acquisition of the qualifications necessary for their future career progression.

Accidents

If a student is taken ill or has an accident in school, it may be necessary to contact the parent/guardian at home or at place of work. Parents/Guardians are, therefore, asked to fill in a form stating an address or telephone number where they can be contacted during the day and also the contact number of a relative or a friend who could be responsible if the parent is not available. Please ensure the reception office has up to date home and contact details of your child at the Academy.

Disability

Parents who themselves or who have children with a disability should inform the Academy so that appropriate reasonable access can be made available. The governing body has an accessibility plan that is available to parents on request from the reception office, or to download from the Academy website.

School meals

The Academy follows healthy eating guidelines and all halal food products are HMC certified. Families may be entitled to claim free school meals. Information and help regarding entitlement criteria and how to apply for free meals can be found on the Academy website or by contacting the reception office.



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Photographs

There are occasions during the school year when Broadway wishes to take photographs or make a video / media recording of your child or children taking part in a school activity.

Occasionally we are asked by the press and media if they can include our students in stories about Broadway and programmes including the Academy. We also like to display photographs of our students' success and work around the building, in brochures and within the Academy prospectus.

If a child has a serious medical condition, it is also vital the Academy can display copies of the child's photograph and contact details in staff rooms and certain offices for emergency medical reasons. To ensure we comply with data protection law, Broadway sends out a consent form for parents / guardians to complete and return.

Broadway Academy will ensure that photographs and images of children are taken in such a way as to protect the personal integrity of each child and the ethos of the Academy.

Cars and Bicycles

There is limited provision for bicycles at the front of the school however, all bikes left here are at owners risk.

Parked Vehicles

Students must not cross the areas allocated for parked vehicles, in particular, areas where delivery vehicles may be parked, e.g. produce for the kitchen, maintenance vehicles, delivery of materials and equipment, ground maintenance and refuse collection.

Students are expected to enter and leave the building by the designated routes. This is an important issue of safety.





BROADWAY ACADEMY

Academy Policies

All Academy policies, including the Freedom of Information Act 2000, More Able policy, Race and Sexual Equality policy, SEN policy and Looked After Children policy, are available to be viewed at the Reception office and on the Academy web site at: www.broadway-academy.co.uk.

To follow Ofsted safeguarding guidelines, all visitors to the Academy are requested to provide a form of identification at our Reception Office upon their arrival. Enhanced DBS checks are carried out on all staff working frequently with children.

Charging Policy

The governing body follows the LA guidance on charges and remissions, which is available to parents on request.

The Academy does not have insurance which protects you or your property from loss or damage.

Parents are asked not to allow valuables or attractive items to be brought to school. We can advise on matters such as personal and property insurance if parents wish.

The Academy accepts no liability for loss or damage to private property or belongings in the Academy buildings or grounds.

Safeguarding

“Safeguarding is effective” (Ofsted, February 2016).

The Academy acknowledges the duty of care to safeguard and promote the welfare of children and is committed to ensuring safeguarding practice reflects statutory responsibilities, government guidance and complies with best practice and Birmingham Safeguarding Children Board requirements. We are dedicated to:

- valuing, listening to and respecting children and young people as well as promoting their welfare and protection
- safe recruitment, supervision and training for all employed staff
- maintaining a robust procedure for dealing with concerns about pupil welfare
- encouraging and supporting parents/carers
- maintaining clear, effective links with childcare authorities and other agencies

There are several members of staff, Mr D Chauhan, Mrs S Chaggar and Mrs Bailey-Nicholls who ensure that all of the statutory responsibilities are fully met.