



Harris Academy
Benfleet

YEAR 7 INFORMATION PACK



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Welcome to Harris Academy Benfleet



We are very much looking forward to welcoming you in September to the Harris Academy Benfleet and are excited for you to experience what school life is like here. As part of our induction programme this year, we have compiled this booklet for you with key information for September. Here you will find information about the curriculum, different school policies and procedures, as well as term dates, uniform and equipment.

We hope you find this booklet helpful and please do not hesitate to contact us if you need any further information.



Ms S Cox
Headteacher

Vision, Values and Ethos

Vision:

The Harris Academy Benfleet is committed to ‘**Achieving Excellence**’ together; providing an ordered, inclusive and stimulating learning environment in which all students are encouraged to achieve at their highest level. The school recognises its role within the broader community. It identifies learning as a lifelong process and values the contribution made by parents and others to the creation of a partnership. Within this partnership, and through the learning programme, students will develop skills, attitudes and values that properly prepare them to meet the challenges and responsibilities of adult life and achieve their personal best.

Principle Values:

Our values help our students develop essential qualities and behaviours that promote responsible and respectful citizenship, as well as personal development and social growth to ***achieve excellence*** together.

- We encourage **aspiration** by committing to ambitious individual goals and having high expectations.
- We create **respect** by recognising we are all different from one another and deserve respect as well as understanding the value we all give to society.
- We build **resilience** through supporting students to engage with a highly challenging and aspirational curriculum, supporting them as they learn. We value the chance to learn and grow from our challenges and celebrate our successes.
- We foster **community** through commitment to making a positive contribution to our academy family. We value and connect with our diverse community with purpose and pride.



Respect

Recognise the value we all give to society. Recognise we are all different from one another and deserve respect. Care for our immediate and wider environment. With respect being fostered by our community we will **excel together**.

Resilience

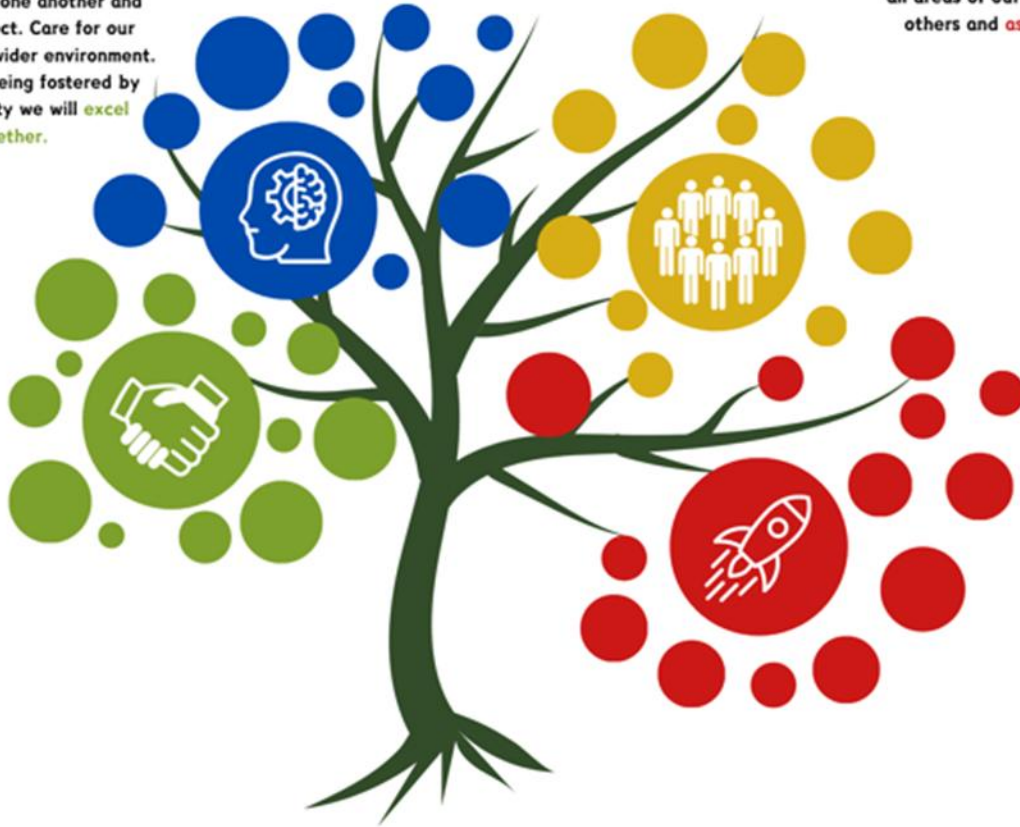
Embrace the opportunity to face challenges. Value the chance to learn and grow from both our successes and mistakes. Adapt to change and manage stress to overcome set-backs, leading to us to **persevere together**.

Community

Commit to making a positive contribution to our Appleton Family. Value and connect with our diverse community with purpose and pride. By working together we will **innovate together**.

Aspiration

Commit to ambitious individual goals and have high expectations. Demonstrate motivation to thrive in all areas of our lives. To inspire others and **aspire together**.



Achieving Excellence

2026 – 2027 Term Dates

Please be aware the Autumn term begins for Year 7 students on Monday 7th September 2026. Students on this day will be the only year group in, other than 6th form students. All other year groups will return to school on Wednesday 8th September.

September 2026							October 2026							November 2026							December 2026										
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28	29	30												30																	
January 2027							February 2027							March 2027							April 2027										
M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S				
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4	5	6	7	8	9	10	8	9	10	11	12	13	14	8	9	10	11	12	13	14	5	6	7	8	9	10	11				
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May 2027							June 2027							July 2027							August 2027										
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24	25	26	27	28	29	30	28	29	30					26	27	28	29	30	31	23	24	25	26	27	28	29					
31																				30	31										

School Holidays	Bank Holidays
Weekends	Staff Training Day (students not in school)
Week A	Week B

Year 7 Curriculum

At Harris Academy Benfleet it is important we expose students to a broad and balanced curriculum, providing them with the skills, knowledge and understanding to achieve their full academic potential, as well as develop them as well-rounded happy individuals. Our curriculum has been designed to aid transition into secondary school, to excite students and expose them to a wealth of different learning experiences. All students will study the following subjects in Year 7.

- English
- Maths
- Science
- History
- Geography
- French
- Religious Studies
- Computer Science
- Physical Education
- Food Technology
- Design and Technology
- Art and Design
- Creative Studies (Music and Drama)
- Elevate Personal Development and CAPE

Personal Development

Personal development underpins our entire curriculum. As well as the academic curriculum, we also have CAPE (Citizenship and Achieving Personal Excellence) lessons, our tutor programme, enrichment and our Character Curriculum.

The purpose of the tutor programme is to provide students with consistency every morning, so that the tutor can check on student wellbeing, behaviour, uniform, and attendance. Each week a number of activities are also delivered during tutor, with a focus on Literacy and Numeracy, Current Affairs and our Character Curriculum. The Character Curriculum links into our School Vision, incorporating: Respect, Resilience, Community, and Aspiration. Our tutor programme enhances the curriculum offering with a particular focus on British Values and Equality, Diversity and Inclusion (EDI) as well.

All students at Harris Academy Benfleet take part in CAPE (Citizenship and Achieving Personal Excellence) lessons once a week and develop a wide range of skills through the study of topics such as; democracy, rights & responsibilities, diversity, careers and healthy lifestyles. We give students the skills through CAPE to become informed, confident and active citizens.

We offer a broad and varied extra-curricular timetable for Year 7 students, with a number of clubs that run at break, lunch and after school. In September all students will attend an Enrichment Fair where they can sign up for these clubs.



READING AND LITERACY

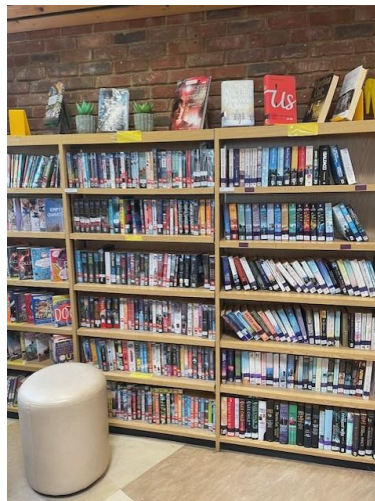
At The Harris Academy Benfleet, we love reading. We also know how important reading skills are to every curriculum area (not just your English lessons!) and the fundamental role that reading can play in supporting our emotional wellbeing.

Reading and Literacy activities are integrated into our Tutor Time programme, helping our young people to develop skills that will support them in all aspects of our learning. We also use Sparx Reader as an online programme to develop reading fluency and comprehension. This provides us with plenty of opportunity to reward those who read lots in their own time! At the start of the school year, we use Sparx to identify the reading ages of our students; this supports teachers in their planning, helping us to identify who may need additional support with their reading. Before the end of Term 1, you will be notified of your child's reading age in the form of a banded report. This will be accompanied with personalised next steps to help you to support or challenge your child with their reading at home.

Purple	MORE THAN ONE YEAR ABOVE ACTUAL AGE
Pink	ONE YEAR ABOVE ACTUAL AGE
Green	ON TARGET - READING AGE IN LINE WITH ACTUAL AGE
Orange	ONE YEAR BELOW ACTUAL AGE
Red	MORE THAN ONE YEAR BELOW ACTUAL AGE

Our reading vending machine takes pride of place in our school foyer. Once students have reached the milestone of 50 achievement points, they will be rewarded with a token for our special vending machine. Students are able to use this token to select a book, for free, which is theirs to keep as a reward for their hard work.

We also have a well-stocked school library where students can loan books. We have a wide range of fiction and non-fiction books, as well as a staff section. Our brilliant librarian makes sure that we keep up to date with literary charts, so you're likely to find modern novels in our "new reads" section. We have comfy seating available for those who like to spend their break time reading, plus a working area for students who would like to use the library to complete homework.



Attendance and Punctuality

Attendance is very important here at Harris Academy Benfleet. The expectation is that every student is in school every day and attendance is closely monitored. Excellent attendance ensures your child has every opportunity to reach their potential and achieve success. Research shows a direct link between pupils' attendance at school and their progress and attainment. If students do not attend school regularly, they may struggle to keep up with school work and poor attendance can affect a child's ability to make and keep friendships; a vital part of growing up as well.

There may be times when your child has to miss school because they are ill. We ask that you refer to the NHS guidance 'Is My Child Too Ill for School' when deciding if you should keep your son/daughter at home. <https://www.nhs.uk/live-well/is-my-child-too-ill-for-school/>. Absences for minor illnesses such as coughs, colds, headaches, sore throats, fever, stomach aches, period pains and when generally feeling poorly are not considered by the NHS as reasons to be absent from school and it is unlikely these absences will be authorised. If your child meets the criteria outlined in this guidance, you should send the school a message via Arbor or call the school ideally before 8.30am. This is the case each day your child is absent.

Medical Appointments

Children may have to attend a medical or dental appointment in school time. However, you should try to make routine appointments such as dental check-ups during the school holidays or after school hours. Permission to leave school during school hours can only be granted in advance on receipt of a written request from parents. Students who do need to leave for a medical or dentist appointment must sign out at student services and sign back in once they return to school.

Holidays in Term-Time

Following guidance from the Department for Education, any applications for holidays to be taken in term time will not be authorised unless in exceptional circumstances. If holidays are taken during term time, we can request that the local authority issue a penalty notice which is issued per parent, per child.

Punctuality

Being organised and on time for school is an important life skill. Students that arrive late to school will be given an after school detention. If there is an unforeseen circumstance which means that your child is late to school, we ask that you contact the school to make us aware.

At Harris Academy Benfleet we close our registers at 9.15am. If a student arrives after this time they will receive a U code which marks them present for safeguarding purposes but is counted as an unauthorised absence. This will have a negative impact on the student's attendance.

It is likewise important that students are punctual to each lesson. Students arriving late to lessons will also be issued an after school detention.



Enrichment Opportunities



At Harris Academy Benfleet, enrichment is not an addition to school life — it is an essential part of who we are and fosters a sense of belonging to our Benfleet Academy community. We believe that education should inspire, challenge and open doors, and our extensive enrichment programme is designed to ensure every student develops the confidence, character and ambition to succeed in an ever-changing world. Across the year, students benefit from over 100 opportunities to enrich their learning, broadening their horizons and shaping their futures.

Our vibrant extra-curricular programme offers a wealth of opportunities before school, at lunchtime and after school each day. From academic clubs such as Computer Coding, Technology/STEM and Creative Writing to creative pursuits including Drama, Music and Art, students are encouraged to explore their passions and discover new talents. These experiences foster independence, curiosity and a genuine love of learning, enabling students to grow beyond the confines of the classroom.

We have a wide range of sporting opportunities in our broad enrichment offer, promoting teamwork, resilience and excellence. These activities include athletics, cricket, rounders and specialist field events, where our students are supported to perform at their very best. Our success at district and national level, including national finals in netball and district championships in trampolining and football, reflects both the strength of our provision and the ambition of our students.

Beyond the classroom, we provide exceptional opportunities that bring learning to life. Students take part in international visits to practice their linguistic skills for French and German, Geography fieldwork and international experiences such as our trip to Naples, while aspiring scientists can visit world-leading institutions including CERN

in Switzerland, the Science Museum and the Greenwich Observatory. Students also have the unique opportunity to engage with a visiting planetarium, even delivering a star show to younger peers. In English, theatre visits and

Shakespeare performances deepen cultural understanding, while visiting speakers, including professionals from CERN, inspire students to aim high.

Our commitment to cultural capital is further strengthened through a diverse range of international and cultural experiences. From Cultural Week, where students explore activities such as Bollywood and Latin, dancing, to trips to Paris and German Christmas markets, students develop a global perspective. Political and economic understanding is enriched through engagement with the local MP and visits to Westminster, connecting classroom learning with the wider world.

Character and leadership are developed through prestigious programmes such as the Duke of Edinburgh’s Award, with students able to progress from Bronze through to Gold level in the Sixth Form. Our Year 7 team-building trip ensures that students begin their journey with confidence, resilience and a strong sense of community. For Year 11, over 30 Practice Makes Progress sessions provide structured, high-quality support, ensuring every student is equipped to achieve their very best in their examinations.

We celebrate commitment and excellence through reward trips, recognising those students who consistently embody our values.

Through our enrichment programme, we do not simply offer opportunities — we create experiences that shape futures, ignite ambition and empower every student to thrive.

*“...memories of school trips
and special events stay with
people for a life time...”*



Rewards System

The aim of the Harris Academy Benfleet Rewards System is to foster a positive culture based on praise and reward, leading to consistently high standards of work and behaviour. It encourages pupils to take responsibility for their own learning as well as behaviour. We want to maximize opportunities for all students to participate in, to contribute to and gain enjoyment from their education. Students in Year 7 are able to achieve the following rewards:

Attendance Badge- Certificates of attendance and a badge is awarded at the end of each term to the students who have achieved 100% attendance. Students are also awarded with a Headteacher's certificate and a badge at the end of the year for achieving 100% attendance throughout the year.

Achievement Points- Achievement points are awarded during lesson time for Aspiration, Resilience, Community and Respect, our four school values. Students are awarded with a Bronze certificate when they have achieved 45 achievement points, Silver certificate when they have achieved 80 achievement points and Gold certificate when they have achieved 120 achievement points or more. There are also Character Curriculum Awards linked to these as well.

Golden Tickets- Each week four students from each year group with the most achievement points is rewarded with a "Golden Ticket" allowing them to go in the front of the queue in the canteen

Bronze Headteacher Award- Year 7 students can apply for a bronze award, but that have to meet certain behaviour, attendance and contributions to the community criteria.

Subject Badges- Students can gain subject award by collecting stamps using "Loyalty Cards" over eight weeks each term by demonstrating characteristics in at least two different categories as follows.

Community and Character Based Crest- These badges are awarded to students for demonstrating; Honesty, Kindness, Responsibility, Respect and Integrity in the community.

Ambassador badge- Students are awarded for an ambassador badge for their contribution to the school community, especially for the support and respect they show to their peers.

Jack Petchey- The Jack Petchey Achievement Awards are presented to recognise a personal triumph for a student who has faced a challenge, a young person who has pushed themselves outside of their comfort zone or it may be an opportunity to recognise the outstanding efforts of a team player.



Student Leadership

At the Harris Academy Benfleet, we are proud of our Student Leadership Team, who undertake various leadership roles within our Harris Academy Benfleet community. The Student Leadership Team are passionate about making a difference. They develop and acquire a range of leadership skills which include: problem solving, communication skills, leading by example, being accountable, having a proactive attitude and many more.

We are very proud of the students who undertake a Student Leadership role. There are 29 different roles that pupils can apply for, and over 400 positions available across the whole school. To support students with applying, each leadership role has a job description, an application process and students will receive a 'salary'. Achievement points and a range of different rewards are given as their 'salary' and these are all issued half termly. All students also receive a badge for their role, which they wear on their blazer with pride.

Here are few examples of Student Leadership roles your child can join in Year 7:

- Form House Captain
- Student Council Member
- Well-being Leader
- Diversity Leader
- MFL Leader
- Recycling Leader
- Peer Mentor

Although each Student Leadership role has its own "Salary" and rewards attached to it, the most valuable reward is the opportunity to attend the Student Leadership Conference which allows your child to further develop their leadership skills through various workshops and guest speakers.



House System



All students when starting Harris Academy Benfleet are assigned one of our four houses; Nightingale, Austen, Tull and Turing. Points are awarded towards the house system through achievement points, subject challenges and through whole school events. The house system was introduced in 2022 and you will be the fifth-year group joining the school houses. Each house member is issued a badge that will show the house that the student belongs to. Students will be required to wear these as part of their uniform.

Each week the leader boards are updated outside of the Head of Year's office. The house that has won at the end of each term is rewarded with a prize in their form. At the end of the year the House Cup is awarded to the overall winners of the year. This becomes very competitive and the more that students participate in activities throughout the year, the more points they can win for their House, taking steps to victory.

Each Form has two house captains that are asked to attend meetings and feedback information to their form. This is a great opportunity for students to gain leadership roles and skills through additional responsibilities. It is their duty to encourage other members of the form to participate in events that are happening and liaise with other captains for whole form events.

Last year we had events in English, Art, PE, Business, Computing, MFL and Food and Design Technology. There was a Christmas card and logo competition, a range of different sporting events, a reading challenge as well as a bake off to name a few. All students that take part are awarded points and the winners are given additional points for their houses.



Mental Health and Wellbeing

At Harris Academy Benfleet we take a whole school approach to promoting positive mental health. We recognise that children's mental health is a crucial factor in their overall wellbeing and can affect their learning and achievement.

Our role in school is to ensure that children are able to manage times of change and stress, are supported to reach their full potential and can access help when they need it. Through our assemblies and tutor programme, CAPE and pastoral support we help students become more resilient, happy and successful learners. We teach students the skills and understanding needed to keep them selves mentally healthy. We also help children to develop social skills, building strong friendships and supporting each other when needed.

As well as being able to speak to any member of staff regarding any possible concerns they may have, a student can also use the 'Never Acceptable' reporting system on our school website where students can anonymously report anything of concern to us. We also offer a counselling service in school for any child who may benefit from this additional level of support.

MindCare

We are delighted to invite you to a special space dedicated entirely to student well-being and happiness – the Harris Academy Benfleet MindCare Hub. This page has been thoughtfully crafted with our students needs in mind, offering practical strategies and valuable resources to support your child's physical, emotional, and psychological well-being.

Here, you'll discover strategies, tips, and insights to cultivate a healthy and balanced lifestyle. Whether it's dealing with stress, managing emotions, or finding ways to stay active and positive, we've got you covered.

It's also a place to access essential resources and information shared for significant wellbeing events that matter to our Harris Academy Benfleet Community. Whether its exam preparation, or wellness campaigns, you'll find timely updates and helpful resources right here. Remember, your well-being is of utmost importance, and we are committed to providing you with the tools and knowledge you need to flourish.



Behaviour for Learning

We place great emphasis upon good behaviour. We expect all pupils to play their part in seeing that the school is a place where there is a well-ordered and safe environment where pupils can learn and achieve to the best of their ability. Our core values: Respect, Resilience, Community and Aspiration are used to model 'The Harris Academy Benfleet Way' and underpin our expectations for behaviour.

In the classroom we follow a three-stepped approach if students fail to meet our core values:


- A- Ask**
- B- Remind**
- C- Consequence**

Consequences can range from behaviour points, detentions, being removed to a different classroom or an SSA referral. An SSA referral is where students can no longer remain in a classroom and are removed, continuing their learning in isolation. This then automatically leads to a 1 hour after school senior detention.

Each half term students are given an expectation/ rewards card. This needs to be kept in their blazer at all times and placed on the table every lesson. The expectation card is signed for a number of reasons; littering, uniform, conduct during social time, punctuality etc. If students receive 5 signatures, this results in an SSA 1-hour detention after school. Students who do not get any signatures will have their cards collected and entered for a prize draw each half term.

On the opposite side of the expectation card, is the rewards side. Teachers will recognise positive conduct around the school site, signing this side of the card for students. This will generate achievement points and further rewards once completed.

The loss of/failure to produce this card will result in an instant SSA detention



Harris Academy **Expectations**
Benfleet **Card**

Issue No: _____ Name: _____
Teacher Initial: _____ Form: _____

	1	2	3	4	5
Code					
Staff					
Date					

U – Uniform **S – Swearing** **L – Littering** **P – Punctuality**
E – Equipment **G – Chewing Gum** **C – Canteen Code**
Co – Corridors **M – Mobile Phone/Earphones**
EDI – Equality, Diversity & Inclusivity **PE – PE Kit**

The loss of/failure to produce this card will result in an instant SSA detention



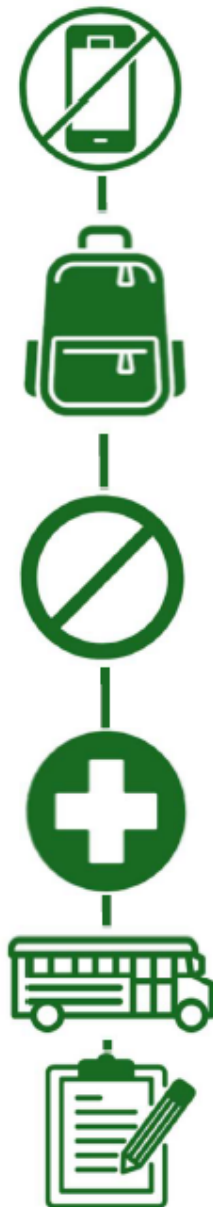
Harris Academy **Reward**
Benfleet **Points**

To recognise your efforts around the school e.g. picking up litter, being kind, holding doors open, etc.

Reason for positivity	Date	Staff
Helpful <input type="checkbox"/> Picked up litter <input type="checkbox"/> Held a door open <input type="checkbox"/> Being kind <input type="checkbox"/> Other: _____		
Helpful <input type="checkbox"/> Picked up litter <input type="checkbox"/> Held a door open <input type="checkbox"/> Being kind <input type="checkbox"/> Other: _____		
Helpful <input type="checkbox"/> Picked up litter <input type="checkbox"/> Held a door open <input type="checkbox"/> Being kind <input type="checkbox"/> Other: _____		
Helpful <input type="checkbox"/> Picked up litter <input type="checkbox"/> Held a door open <input type="checkbox"/> Being kind <input type="checkbox"/> Other: _____		

Mobile Electronic Device

At the Harris Academy Benfleet mobile phones must not be seen or used anywhere on the school site at any time. This includes social time and movement time when students are leaving or entering the school buildings. We want our students to learn in a calm and supportive environment where you can concentrate fully, connect with one another and learn without unnecessary interruption.



#1 What do you mean by electronic device?

This means any mobile phone or other smart technology with similar functionality to mobile phones (for example the ability to send and / or receive notifications or messages via phone networks, access generative AI tools or the ability to record audio and / or video)

#2 Where do I put my device?

All devices must be **switched off** and always **kept in your bag** whilst on the school site. This means as soon as students cross the boundary of Student Services reception (if entering via the pedestrian gate from Croft Road) or the back gate from Merton Road, and applies to all areas of the school grounds both inside and outside the building as well as during all movement and social recreational times including before and after school, breaks and lunch times.

#3 What happens if I use my device in school?

If your device is seen, heard, or used at all, it will be confiscated and a letter sent home.

If this happens a 2nd time, your device will only be returned to your parent/carer or nominated adult.

If this happens a 3rd time, your device is confiscated, collected by parents/carers or nominated adult and an outright ban until the end of the school year with random searches/scanning during ban period.

If you refuse to handover your device you will be suspended.

#4 What if I need my phone for a medical condition?

If you have a medical condition, such as diabetes, that needs monitoring via an electronic device, reasonable adjustments will be made to support you. This will be approved by the Headteacher in advance.

#5 What happens on school trips?

Typically, the policy will continue to apply whilst students are on a trip. If there are any changes to this, for example if the trip is afterschool or over-night, adjustments will be made accordingly.

#6 How will the school monitor this policy?

Random searching / scanning will take place to check devices are switched off. The school will also review the number of incidents taking place to ensure the policy is working and to see if even stronger restrictions need to be implemented.

Our Teaching and Learning Approach



HABF Teaching and Learning Approach

1 Entry Routine



Teacher

- Students greeted at the doorway
- Uniform checked
- Students quickly settle and get their equipment ready for their repeat task



Student

- Line up and check uniform, including removing your coat
- Enter quietly, get out equipment and start the repeat task

2 Repeat Task



Teacher

- Repeat task on the board ready for students
- Complete register then circulate around the room, with active observation.



Student

- Complete repeat task in silence, trying hard to recall the correct information
- When complete have your green pen ready for feedback

3 I teach



Teacher

- Explicit teaching of material with modelling key concepts
- Work through questions and exam question practice

Student

- Complete tasks as requested by the teacher and ask relevant questions
- Write down models and example answers as requested

4 We check



Teacher

- A range of techniques used to check understanding e.g. Show Me Boards, targeted questioning, active observation

Student

- Contribute to the checking process, no opting out of learning
- Ask for help if struggling

5 You Practise

*Practice
makes
PROGRESS*



Teacher

- Active observation, circulating the classroom
- Live marking giving students instant feedback
- Address common misconceptions to the whole class

Student

- Complete the deliberate practice in silence, engage with the teacher feedback

Process may be repeated several times for different learning intents



HABF Teaching and Learning Approach

6 Exit Ticket



Teacher

- Quick 3 questions to check key components of the lesson have been learnt
- Teacher to circulate for misconceptions

Student

- Complete the task, applying knowledge from the lesson, in silence.

7 Exit Routine



Teacher

- Do classroom checks and dismiss row by row once the bell has gone

Student

- Stand behind desks, put on blazers and check area around your desk is tidy
- Stand in silence waiting to be dismissed by the teacher



GREAT LEARNING. EVERY LESSON.

A GRADUAL RELEASE MODEL THAT REDUCES COGNITIVE LOAD


I teach → **We check** → **You practise**

WHY THIS WORKS

It manages cognitive load by breaking learning into clear steps so students can focus, understand and succeed.

I TEACH

I show you how



- I explain clearly
- I think aloud
- You watch and learn
- Check for engagement

LOW COGNITIVE LOAD
I make it clear and simple.

WE CHECK

We do it together



- We try together
- I ask questions
- I guide and support
- We check understanding

MEDIUM COGNITIVE LOAD
I support your thinking.

YOU PRACTISE

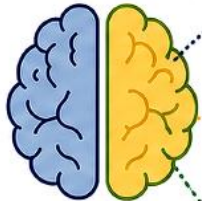
You do it independently



- You apply what you know
- I circulate and support
- Feedback improves learning
- You build confidence

MANAGEABLE COGNITIVE LOAD
You build fluency and skills.

HOW THIS REDUCES COGNITIVE LOAD



I TEACH

You don't have to work out what to do yet. You focus on understanding.



WE CHECK

You think with support. Mistakes are caught, understanding gets stronger.



YOU PRACTISE

You apply what you know. Practice builds skill and confidence.



We don't ask you to do it alone until you're ready.

First we teach. Then we check. Then you succeed.

KEY REMINDERS FOR EVERY LESSON



Start with purpose

Use a Do Now – retrieval based.



Everyone participates

Use Cold Call – no hands up.



No opt out

Every student responds. Support, then return.



Check understanding

Prove it – don't assume it.



Strong voice, clear explanations

Calm, direct, minimal over-talking.



Home Learning

Good quality home learning can advance the way students learn and greatly improve their social and intellectual development. At Harris Academy Benfleet, we are passionate about supporting our students through their academic journey and recognise the importance of setting appropriate home learning tasks on a regular basis.

Research shows that parental involvement in their children's learning is a key factor in improving children's academic attainment and achievements. Here are some ways that parents can support their child with their home learning:

- Talking regularly with them about their learning.
- Asking them to explain their work. This is the best form of revision.
- Undertaking family learning together
- Understanding your child's day-to-day progress
- Ensuring that your child develops a routine when it comes to home learning tasks.
- Encouraging them to complete home learning tasks every night and read as much as possible.
- Providing your child with a quiet place in which to study and where possible a table or desk at which to work.
- Ensuring that your child regularly checks Show My Homework. Parents can also monitor Show My Homework as well.
- Giving praise and positive encouragement

Home Learning Club

In order to provide support to our students who are unable to complete home learning tasks either because they need further support or do not have access to the technology, home learning club is available in the Resource Centre from Monday to Thursday after school from 3.00 pm to 3.30 pm.

The Resource Centre is also available to your child during mornings from 8.00 to 8.30am as well as break time and lunch times (except on Wednesday) to complete their homework independently or carry out further independent research.

Remote Learning

In the event of a school closure, whether a snow day, maintenance issue or a more extended school closure, learning will take place remotely. Remote learning will be accessed via Microsoft Teams and students will have training on how to navigate this platform in September. There is also a Remote Learning page on our school website where further work can be accessed.

Harris Academy Benfleet Uniform

We are pleased to confirm that Khalsa Schoolwear has been appointed as the official uniform supplier for the Harris Academy Benfleet.

When will uniform be available for collection and online orders?

We are working towards uniform availability from the second week of July. Please note this may be subject to change due to global supply chain pressures. Any changes will be communicated promptly, and contingency plans will be in place to ensure students have their uniform for September. The uniform is live on the Khalsa Schoolwear website already though if you wish to view and pre-order.

Where is the supplier located, and how can I purchase uniform?

Khalsa Schoolwear offers multiple ways to purchase uniform:

- Retail store: (Unit 1 Cromwell Centre Selinas Lane Dagenham RM8 1QH)
- Online store: (<https://khalsaschoolwear.co.uk/school/harris-academy-benfleet/>)
- On-site pop-up events at the academy. **For Year 7 this has been scheduled for Wednesday 29th July. Each family will be given a timeslot during the evening to try on and purchase uniform. There will be a further event on the 13th August for any families unable to attend on the 29th July.**

What if the uniform doesn't fit?

Khalsa Schoolwear offers an exchange policy for unworn items with tags intact. Exchanges can be made:

- In store
- At scheduled pop up events
- Via returns service (details provided on their website)

Khalsa will be running measuring and pop-up events on site to support families. Professional staff from Khalsa Schoolwear will measure students and advise on appropriate sizing, which should mitigate against the need for the returns process. There is also a full-size chart, a 'measure at home' guide and fitting recommendations on the Khalsa website.

Will financial support be available for families who need it?

Where families are experiencing hardship, academies can provide guidance and support on a case-by-case basis. Parents should contact the academy directly.

Can parents still purchase generic items from supermarkets?

Yes - items such as shirts, trousers, black PE socks and PE shorts/ PE leggings may be purchased from any retailer, provided they meet the academy's uniform standards.

All Students:

- Harris Academy Benfleet Maroon blazer with silver grey trim. *
- Plain white formal shirt or blouse with collar, buttoned to the neck; **to be tucked in at all times**. Sleeves can be short or long sleeved.
- Black and silver double striped tie, fastened over the top shirt button. *
- Maroon V-neck pullover jumper with silver/ grey trim (optional) *
- Plain black formal trousers, tailored in style, and long enough to cover the top of the shoe.
Jeans, leggings, jeggings, harem-pants, combat trousers, those with large buckles, very skinny or very wide styles are not permitted.
- School Shoes – Formal practical black leather (or faux leather alternative) shoes which must have a heel and black laces (where appropriate). Shoes with visible brands or emblems or logos are not permitted. **Canvas shoes, flat sole shoes, trainers, high heels or boots of any kind are not permitted.** This includes those with medical needs. Where reasonable adjustments apply and with supporting medical evidence e.g a doctor's letter, we accept alternative footwear, but without visible branding. This would be reviewed on an individual needs basis. **Please refer to our 'Shoes' page on our school website for further clarification on the shoes that are acceptable.**

*Denotes items only available from Khalsa Schoolwear

Excessive make-up is inappropriate; students should not wear false eyelashes, nail polish or acrylic nails. Students are not allowed to wear bracelets, nose studs or any other piercing. Students are allowed one ring of sensible size, a watch and one stud earring in each ear.

Inappropriate block colouring, streaks or highlights, as well 'under-cutting', 'tramlines' or 'carving' hair is not permitted. Please note that students' hair should also always be a natural colour. Tattoos or body art should not be visible.



Boys maroon blazer with silver grey trim
COMPULSORY



Girls maroon blazer with silver grey trim
COMPULSORY



Maroon V-neck pullover with silver grey trim
OPTIONAL



White blouse



Please note students can wear short or long-sleeved shirts

White shirt



Tie
Black & silver double stripe



Boys black trousers



Girls black trousers



Figure 1

Maroon blazer with silver grey trim. Black trousers worn with maroon V-neck pullover with silver grey trim. White shirt and striped tie.



Figure 2

Maroon blazer with silver grey trim. Black trousers worn with maroon V-neck pullover with silver grey trim. White blouse and striped tie.

School branded /logo'd items can be purchased from Khalsa Schoolwear only. Unbranded items can be purchased from Khalsa Schoolwear or another retailer.

Harris Academy Benfleet

Sports T-shirt



Please note all students can wear either plain black leggings or plain black sports tracksuit bottoms or plain black sport shorts for their PE lessons.

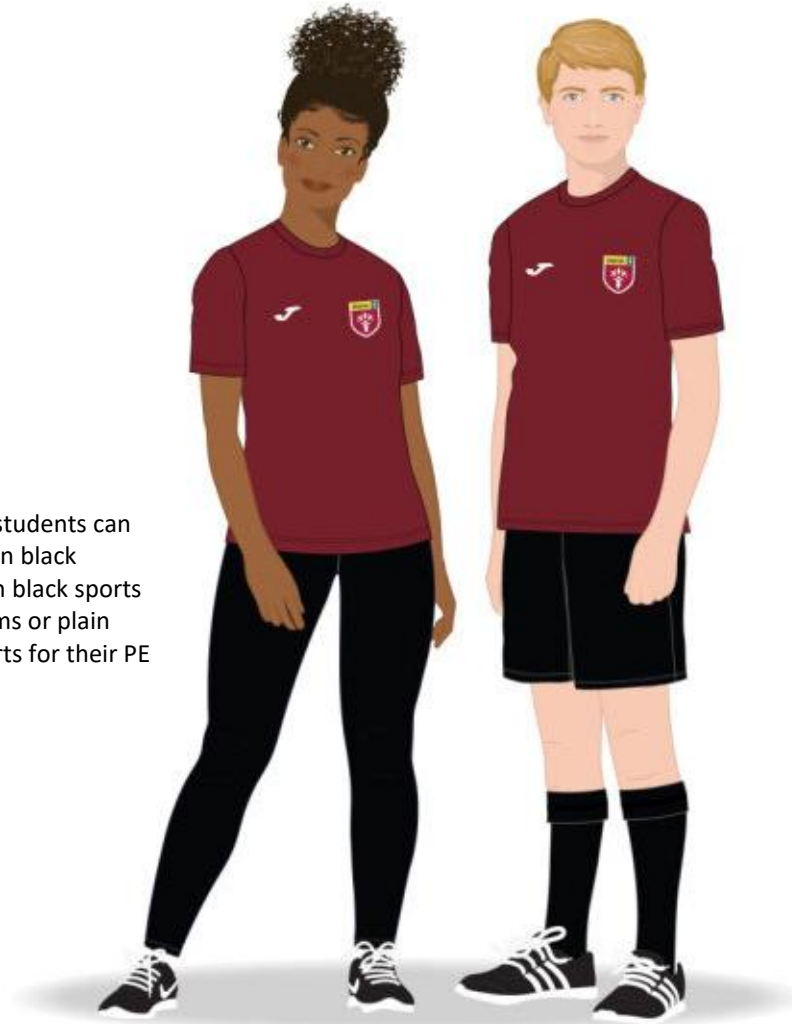


Figure 1
Maroon sports T-shirt
worn with black leggings.

Figure 2
Maroon sports T-shirt
worn with black shorts.

School branded /logo'd items can be purchased from Khalsa Schoolwear only. Unbranded items can be purchased from Khalsa Schoolwear or another retailer.

Physical Education Kit

Compulsory

All students:

- Harris Academy Benfleet maroon sports t-shirt *
- Plain black leggings or plain black sports tracksuit bottoms or plain black sport shorts
- Plain colour swimming trunks or plain colour one-piece swimming costume and goggles
- Trainers

Boys:

- Plain black knee length Football socks
- Football boots
- Shin pads
- Gum Shield (required for rugby)

Optional

- Rain Jacket
- Towel for shower use
- Plain black crew neck jumper

*Denotes PE kit items only available from the uniform supplier

Safety

To maintain the existing high standards of safety, the school follows the recommendations of Essex County Council in its "Safety in P.E." Handbook. "**Watches, jewellery and earrings, belts with metal buckles** and other unnecessary encumbrances likely to prove dangerous to the wearer or to others, **should not be worn**".

The support of parents in implementing this policy when students are taking part in PE activities would be most appreciated and is clearly in the best interests of all students involved.

Pre-loved Uniform

We have a donation box available in our main reception for donated clothes, a half-termly pre-loved uniform sale will be organised and communicated to parents through the Parent Bulletin. Any urgent requests should be directed to info@theappletonschool.org

School Equipment

So that students can apply themselves swiftly and effectively to any task required of them, it is recommended that they carry with them each day the following range of items: **C → Compulsory R → Recommended**

Equipment		Tick <input checked="" type="checkbox"/>
C	A large, waterproof bag (to fit an A4 size folder)	
C	A rubber and sharpener	
C	A 300mm ruler (marked in inches)	
C	Two good lead pencils (HB)	
C	At least two pens (black or blue)	
C	An angle measure and a compass	
C	A scientific calculator	
C	A reading book (This can be borrowed from the Library)	
C	A green pen (To be used for 'Repeat' activities at the start of every lesson)	
C	A pencil case large enough to carry the above	
R	A French dictionary (<i>Collins Easy Learning</i> or <i>Oxford Learner's French Dictionary</i>)	
R	A glue stick	
R	An English dictionary	
R	A pair of round nosed safety scissors	
R	A selection of coloured pencils (not felt tips)	
R	A non-permanent whiteboard pen	

Students will **not** need all this equipment on their first day, please do contact the school if you need any help or advice.

Pastoral Team

During Year 7 there may be times where students need advice or personal guidance from a member of staff who know them well. We have a dedicated pastoral team to support students throughout their Harris Academy Benfleet Journey as well as guide them through the transition from Primary to Secondary school. Your child's tutor will have regular daily contact and will come to know each student in their tutor group very well. Students will be able to turn to them if they need help or support, as well as the Assistant Head of Year assigned to Year 7, the Head of Year and linked Assistant Headteacher.

Tutors are often the first port of contact for students in school, as well as parents who wish to raise or discuss any concerns. Please feel free to contact them and encourage your child to seek their help in school as well should they need it.



Frequently Asked Questions

Will my child be in a tutor group with all their friends?

There will be 10 tutor groups in total in Year 7. These are all mixed ability groups and contain a mixture of students from a number of primary schools. Please be assured we do always make sure students are with someone from their primary school but this may not be their close friends. Those students who come from their primary school by themselves we place in tutor groups together to help support them in making friends.

How do I contact the school if I have a question or concern?

In September, there are a number of key staff in the school you can contact with any questions you may have. We would recommend your child's tutor to be the first port of call. They will be able to answer any queries you have in regards to the day to day life of the school and will also be able to support with any friendship or transition concerns. If it is a subject related question, if you call our main reception, you can ask to speak to the subject teacher. If they are unavailable, they will call you back. Any other queries, you can ask to speak to the Year 7 Pastoral Team.

How do I know how well my child is progressing at school?

In the first half term Year 7 will receive an initial settling in report and there will be a parents evening where you can book a time to meet your child's Tutor and discuss how well they have settled in and any concerns to date. There will also be termly reports shared with you, outlining your child's progress in each of the different subject areas. These reports will also identify their attitude to learning in both classwork and homework as well as key targets for improvement.

You will also get notifications from Arbor each day, informing you of any achievement and behaviour points logged for your child so you can monitor this closely.

What do I do if my child loses something at school?

We have a lost property that students can check if they lose any items. We also strongly recommend they put their name and tutor group in all their PE kits and uniform. Sometimes items will get lost or swapped by accident in the PE changing rooms and name labels will help us to return these to the correct student

How do I keep in touch with school news?

We have a weekly parent bulletin that is shared with parents, which includes key upcoming events, notices as well as an opportunity for us to celebrate the successes of particular year groups, subjects or individuals. We also have an Instagram and Facebook account which will update you daily on key information, events and achievements. Our school website is also updated daily with school news.

What are the lunchtime arrangements in September?

Students for the first 2 weeks in September will have an extended lunch. Instead of 30 minutes, this will be 45 minutes, allowing students to queue up and buy food before other year groups are then dismissed from their

lessons. Students can buy their food from the canteen or we have an outside pod area as well where students can also purchase food. At both these venues are seating areas where students can eat their pack lunches or purchased food.

What time is the school open in the morning?

Our school site opens to students at 7.30am. We have a number of extra-curricular clubs that run in the morning before school that students are able to attend. The canteen starts to serve breakfast at 8am and the notice bell for tutor time is at 8.25am.

What are the bus arrangements?

Many students attending Harris Academy Benfleet often travel to school via bus. Please be aware we no longer offer a school bus service. In recent years this has always proved a lot more expensive for parents than public transport effecting the uptake and how viable this is to offer. There are a number of different bus routes in Benfleet for students to use:

- Z3 - Amazon Tilbury - Southend
- 1 - Southend - Hadleigh - South Benfleet - Thundersley - Rayleigh
- 3 - Chelmsford - East Hanningfield - Rayleigh - Leigh On Sea - Southend
- 21C - Canvey - South Benfleet - Hadleigh
- 21 - Southend - Canvey (Newlands, Creek Road)
- 22 - Canvey (Leigh Beck) - Basildon Bus Station
- 27A - Southend (Travel Centre) - Canvey (Leigh Beck)
- 27 - Southend Travel Centre - Canvey (Leigh Beck)
- 28 - Southend Travel Centre - Basildon Bus Station
- 68 - Leigh On Sea - Westcliff On Sea - Southend Pier (Circular)
- 827 - Southend, Travel Centre - Canvey Leigh Beck

Essex County Council provide free bus passes for students who attend their catchment school but live more than three-miles from the school. For more information and to apply, please follow this website address

<https://www.essex.gov.uk/school-transport>

If you are worried about your child travelling to secondary school on their own in September, or your child is feeling anxious about travelling to school by bus, Essex County Council offer travel training for any students with disabilities or special educational needs. Being able to travel independently is a key life skill. Travel Training gives students the confidence and skills to travel on buses and trains independently. Anyone can refer using their online referral form www.travel-training.co.uk