



## **NEW PUPIL 'KEEP AT HOME' STARTER PACK**

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**YEAR 6 TRANSITION INFORMATION FOR  
PARENTS / CARERS - 2026 / 2027**



**PASSIONATE, RESPECTFUL,  
ORGANISED, UNITED, DETERMINED**

# School Day Timings

Times	Year 7	Year 8	Year 9	Year 10	Year 11
8:30 - 9:15	Tutor	Tutor	Tutor	Tutor	Tutor
9:15 - 10:15	Lesson 1	Lesson 1	Lesson 1	Lesson 1	Lesson 1
10:15 - 10:45	Lesson 2 (Split Lesson)	Lesson 2 (Split Lesson)	Lesson 2	Lesson 2	Lesson 2
10:45 - 11:00	Break	Break			
11:00 - 11:15	Lesson 2 (Split Lesson)	Lesson 2 (Split Lesson)	Break	Break	Break
11:15 - 11:30					
11:30 - 12:30	Lesson 3	Lesson 3	Lesson 3	Lesson 3	Lesson 3
12:30 - 1:00	Lesson 4 (Split Lesson)	Lesson 4	Lesson 4	Lunch	Lunch
1:00 - 1:30	Lunch			Lesson 4	Lesson 4
1:30 - 2:00	Lesson 4	Lunch	Lunch		
2:00 - 3:00	Lesson 5	Lesson 5	Lesson 5	Lesson 5	Lesson 5
3:00	Enrichment Opportunities	Enrichment Opportunities	Enrichment Opportunities	Enrichment Opportunities	Enrichment Opportunities



# Term Dates 2026 - 2027

For the full term dates of the 2026-2027 academic year, please visit the Longfield Academy website: [Longfield Academy - Term Dates.](#)

School Closures Key = Bank Holiday ■ / School Holiday ■ / Staff Training Days ■ / Disaggregated Days ■

	AUGUST 2026	SEPTEMBER 2026	OCTOBER 2026	NOVEMBER 2026	DECEMBER 2026	JANUARY 2027
Monday	3 10 17 24 <span style="color:red">31</span>	7 14 21 28	5 12 19 26	2 9 16 23 <span style="color:purple">30</span>	7 14 21 <span style="color:red">28</span>	4 11 18 25
Tuesday	4 11 18 25	<span style="color:yellow">1</span> 8 15 22 29	6 13 20 27	3 10 17 24	1 8 15 22 29	5 12 19 26
Wednesday	5 12 19 26	2 9 16 23 30	7 14 21 28	4 11 18 25	2 9 16 23 30	6 13 20 27
Thursday	6 13 20 27	3 10 17 24	1 8 15 <span style="color:purple">22</span> 29	5 12 19 26	3 10 17 24 <span style="color:red">31</span>	7 14 21 28
Friday	7 14 21 28	4 11 18 25	2 9 16 <span style="color:purple">23</span> 30	6 13 20 27	4 11 18 <span style="color:red">25</span>	<span style="color:red">1</span> 8 15 22 29
Saturday	1 8 15 22 29	5 12 19 26	3 10 17 24 31	7 14 21 28	5 12 19 26	2 9 16 23 30
Sunday	2 9 16 23 30	6 13 20 27	4 11 18 25	1 8 15 22 29	6 13 20 27	3 10 17 24 31

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	FEBRUARY 2027	MARCH 2027	APRIL 2027	MAY 2027	JUNE 2027	JULY 2027
Monday	1 8 15 22	1 8 15 22 <span style="color:red">29</span>	5 12 19 26	<span style="color:red">3</span> 10 17 24 <span style="color:red">31</span>	7 14 21 28	5 12 19 26
Tuesday	2 9 16 23	2 9 16 23 <span style="color:blue">30</span>	6 13 20 27	4 11 18 25	1 8 15 22 29	6 13 20 27
Wednesday	3 10 17 24	3 10 17 24 <span style="color:blue">31</span>	7 14 21 28	5 12 19 26	2 9 16 23 <span style="color:yellow">30</span>	7 14 21 28
Thursday	4 11 18 25	4 11 18 25	1 8 15 22 29	6 13 20 27	3 10 17 24	1 8 15 22 29
Friday	5 12 19 26	5 12 19 <span style="color:red">26</span>	2 9 16 23 30	7 14 21 28	4 11 18 25	2 9 16 23 30
Saturday	6 13 20 27	6 13 20 27	3 10 17 24	1 8 15 22 29	5 12 19 26	3 10 17 24 31
Sunday	7 14 21 28	7 14 21 28	4 11 18 25	2 9 16 23 30	6 13 20 27	4 11 18 25

## Enrichment (Afterschool) Clubs

Our subject teachers offer a large range of afterschool enrichment clubs for pupils to attend. The clubs can change from time to time, for example termly or seasonally. To take a look at what we currently have on offer, please visit [Longfield Academy - Enrichment Clubs](#) - please note, there are likely to be changes for the new academic year.

An example of some of the clubs offered:

### Enrichment Clubs Timetable – 2025/26

(Clubs may be updated throughout the year: The updated timetable will be published on our website)



Monday	Tuesday	Wednesday	Thursday	Friday
<b>Fitness</b> Mr Raw, Fitness Suite 3pm – 4pm  <b>Football – Y9 &amp; 10</b> Mr Tearney, 3G 3pm – 4pm  <b>ILT &amp; Sparx</b> Mr Dickinson, Library, 3pm – 3:45pm  <b>Netball</b> Mrs Lees, Netball Courts, 3pm – 3:45pm  <b>Science Enrichment, Y10</b> , Mrs Mattless, S3, 3pm – 4pm	<b>Art Support - Y10</b> , Mrs Megahy, ART1 3pm – 3:45pm  <b>Classic Dr Who Club</b> , Mr Metcalfe IT1, 3pm – 3:50pm  <b>Drama Club</b> , Ms Foster, E6/Drama Room, 3pm – 4:30pm  <b>Fitness</b> Mrs Kirkbride, Fitness Suite (3:15-4pm)  <b>Football – Boys Y7 &amp; Y8</b> , Mr Raw, 3G, 3pm – 3:45pm	<b>7Up / Inspire</b> , Mr Stand, RE1, 3pm – 3:45pm  <b>Choir – Y7-10</b> , Mr Heath, MU1 3pm – 4pm  <b>Computer Intervention / Coding</b> , Mr Metcalfe, IT1, 3pm – 3:45pm  <b>Dungeons &amp; Dragons</b> , Dr Owen, S5, 3pm – 4:20pm  <b>ILT &amp; Sparx</b> Mr Dickinson, Library, 3pm – 3:45pm	No clubs due to CPD	<b>Boxercise</b> Mr Tearney, Sports Hall, 3pm – 3:45pm  <b>Dungeons &amp; Dragons</b> , Dr Owen, S5, 3pm – 4:20pm  <b>Fitness</b> Mr Brown, Fitness Suite 3pm – 3:50pm  <b>ILT &amp; Sparx</b> Mr Dickinson, Library, 3pm – 3:45pm  <b>PE Intervention</b> Mrs Lees, SH1, 3pm – 3:50pm



# Nut Allergies

Longfield Academy is a nut free school. The school catering team take great care to ensure that food prepared and cooked within the school kitchen does not contain nuts. In addition, Food Technology Teachers also operate a nut free policy within practical food lessons. Furthermore, staff and pupils are asked to observe the nut free rule when bringing snacks and/or lunch into school.

Disclaimer: Whilst every effort is made to maintain a nut free environment, products such as chocolate (which may have been manufactured / packaged within the same factory) are used / consumed on school premises.

## ParentMail, Biometrics and Dinner Money Top-Ups

At Longfield, pupils use a 'cashless catering' biometric system by scanning their finger to pay for any food they purchase at break and/or lunchtime. To add money to your child's account, you must register and create an account with ParentMail. A link will be sent to you via e-mail asking you to set up your account and register your bank card details – you may already have used this with your child's primary school.

Providing you have completed your child's application by the deadline, you should receive the ParentMail registration e-mail before the transition days. Alternatively, please provide your child with a small amount of cash each day to purchase their snacks / lunch.

To look at our current school menu and pricing, please visit:  
[Longfield - School Meals](#)





Arbor is our management information system. It's where we hold all of the registration and academic details for your child. Through Arbor, we can send you emails and/or letters with important information and updates.

Our main method of communication is electronically using your email address. Therefore, to help us to communicate with you as quickly and efficiently as possible, we encourage you to provide an email address for at least one parent / carer on your child's application form and kindly ask that you check for emails regularly.

If you do not currently have an email account, we would be happy to help support you in creating one if required.

Arbor is also our behaviour monitoring system. It is where teachers / staff will award red (negative) and green (positive) clicks for behaviour and conduct and it is also where detentions will be recorded.

Once your child is enrolled, you will be given access to the Arbor Parent Portal and your child will gain access to the Student Portal. From here you can both view a range of information including your child's timetable, behaviour points and information.

Please note, we require parents / carers to check this daily as we do not send text messages regarding detentions.



# EAL (English as an Additional Language)

For families whose first language is not English, we have a wide array of materials to assist with communication.

There is also a range of information regarding help & support. Please visit the EAL page on the school website for more information: [Longfield - EAL](#).

## Website and Social Media

### Website and Social Media

By visiting the school website, you will have access to information about our curriculum, parent letters, news and events, safeguarding, governance, our policies and more. Please visit <https://longfield.nalp.org.uk/>

We regularly update our social media pages with news stories. Find us on Facebook and Instagram.

Click to follow us & join our community:



# Choices

The Choices (Behaviour) Policy employed at Longfield Academy allows teachers to teach, and learners to learn.

The purpose of the system:

- To place the focus on the learning
- To place the emphasis on the positive
- To provide a consistent whole school approach to behaviour
- To implement a system where negative behaviour choices has consequences, and positive behaviour results in praise
- Responsibility for behaviour lies with pupils... it is their choice

We expect all children to focus on their learning in the classroom. If a child is not applying themselves or disrupting others, staff will mark the incident with a cross on the choices board. If a child receives four crosses, they will be asked to leave the lesson and a detention will be issued.



# Our 'Choices' Procedure

The 'Choices' procedure will ensure:

- Low level disruption and passive learning in the classroom is tackled to ensure all children can learn effectively and without interruption
- Pupils will be praised and have positive points on Arbor for showing excellent attitudes to learning. We regularly review our reward scheme and celebrate pupil success
- Responsibility for a choice of behaviour for learning lies with the pupil. However, to ensure a fair approach, it does give a child three chances to make the right behaviour choice before a sanction is given
- When a fourth negative behaviour choice (C4 Remove) is issued, the child will be told to go to the Choices Room to complete the lesson and will be issued a detention. The detention is the sanction for disrupting the learning of others four times over the course of the lesson. They are asked to leave the lesson on a C4 Remove, as four chances to make the right choice is more than reasonable and it is not fair on other pupils to accept further disruption to their learning

The Choices room staff will attempt to match the learning to the lesson, and the pupil will work in silence. A pupil that receives more than one '4 Removal' in a day, will be picked up by the Choices Team who will triage an appropriate further sanction and/or intervention. However, it is likely that the pupil will also lose the privilege of spending lunch and/or break time with their friends.

When the system is applied consistently and appropriately by all staff, it is extremely fair and equitable to all. Reasonable adjustments will always be explored for pupils who have specific identified issues.

It is important that all parents / carers access their child's Arbor profile (via the portal) to enable you to monitor the conduct in school. You will see the 'green' positive points as well as 'red' negative points, and if your child has received a sanction, monitoring Arbor will help you understand why.

Detentions will be issued for the following day. It is the responsibility of the parent / carer to check Arbor for detentions and full days in the Choices Room. We will not send a text home. Parent / carer login instructions will be issued when your child is enrolled at Longfield Academy.



# School Uniform

The school uniform at Longfield Academy consists of:

- White shirt (short or long sleeved)
- Longfield Academy clip-on tie (Y7-10 pupils will wear the silver and navy striped variant of the tie)
- Longfield Academy jumper
- Plain black trousers
- Black shoes

Both the Longfield clip-on tie and the Longfield jumper can only be purchased through our uniform supplier, [Tees Valley Schoolwear](#).



Please note, payments for uniform are made directly to our uniform supplier and prices are set by them. The school has no influence over charges, nor does it receive any percentage of profit.

For further information on Longfield Academy's uniform policy, please click [here](#).

## Disadvantaged Subsidy Information

If your annual household income is lower than £17,500.00 you may be eligible for financial assistance with the cost of uniform and some school trips. To apply for this, school will need proof of your household income. For example, your most recent Universal Credit assessment.

If your child is in receipt of Free School Meals, they will automatically be entitled to this financial help.

A list of pupils eligible for free school meals will be given to Tees Valley Schoolwear as soon as we receive confirmation of eligibility from the Town Hall / Primary Schools.



# Homework

Homework, also called an ILT (Independent Learning Task), is set by teachers when it is deemed necessary for a topic. The schedule is reviewed each year and this will be shared with you shortly after your child starts.

# Pupil Organisation

At the start of the year, your child will be provided with a pencil case including essential stationary items to equip them for learning. In addition, they will receive a pupil passport which contains their timetable, map of the academy, homework log and more. Pupils must bring a school bag each day in order to carry these and any other items such as a refillable water bottle / PE kit / food ingredients.

# Further Information

Further information about the school and transition can be found on our website.

<https://longfield.nalp.org.uk/>

<https://longfield.nalp.org.uk/transition/>



# Contact Us

**Mr Tattersall, Deputy Headteacher and Transition Lead**  
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**Miss Howlett, Designated Safeguarding Lead**  
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