


The logo for Oasis Academy Leesbrook, featuring the word "Oasis" in white on a green background and "Academy Leesbrook" in white on a dark blue background.

Oasis
Academy
Leesbrook

A photograph of a chemistry laboratory. In the foreground, a male student in a dark blue school uniform with green piping and safety goggles is lighting a Bunsen burner. Behind him, a female student in a hijab and another student are also working at their desks. The lab is equipped with grey tables, green stools, and a white gas supply unit with blue hoses. A whiteboard is visible in the background.

Oasis Academy Leesbrook: Academy Home School Agreement

A message from Our Principal

Welcome to Oasis Academy Leesbrook!

I am extremely proud to lead our wonderful academy where our mission is clear: to develop happy and successful leaders who are culturally enriched role models within our community. We do this by having the highest of expectations for every single student; by working together as one family and striving to live out our Oasis 9 Habits, each and every day. We are located in such a wonderful town; Oldham has a truly great community; it is diverse, has history and has cultivated some truly exceptional leaders and role models. At Oasis Academy Leesbrook, we are keen to develop this further, developing the future leaders of Oldham, the UK and the world! Our students are hard-working, polite, determined and successful, taking pride in all they do. Their excellence is developed in the classroom and beyond, where they are becoming model citizens in their community, undertaking a range of opportunities to enrich their lives and become the absolute best version of themselves.

Oasis Academy Leesbrook is a fully inclusive school where all students are welcome, regardless of starting point, need or complexity. We are proud of our students, their compassion, consideration, diversity, respect and belief in themselves, and others. Oasis Academy Leesbrook is one family; our students, staff, families and communities work together to make our academy, community and the world a truly better place.

I am delighted to welcome you to our fantastic academy!



Nigel Fowler
Interim
Executive
Principal



Overarching Vision

Oasis Academy Leesbrook is a school where all young people receive a personalised educational experience. Students' academic skills, habits and personalities are developed allowing them to successfully progress to work or further education, whilst making a positive contribution to our community. We prepare our students to be future local, national and global leaders who the community look upon with pride and admiration.

Mission: Developing happy and successful leaders who are culturally enriched and become role models within our community

Oasis Vision, Ethos and Values

The overarching vision of Oasis is for community - a place where everyone is included, making a contribution and reaching their potential. This is reflected in the vision for Oasis Academy Leesbrook. Oasis Community Learning's vision is to create 'Exceptional Education at the Heart of the Community'. The staff across the Academy, and the Trust, aspire to:

Our ethos statements are:

Create safe, stimulating learning environments

Increase progress and attainment to above national averages

Provide teaching quality which secures good and accelerated progress for all students

The Oasis 9 Habits

The 'Oasis 9 Habits' aim to develop our young people and staff, holistically, in day-to-day life both in and out of school. These are integrated into the curriculum and every single policy at Oasis Academy Leesbrook, and will form an important part of staff development to ensure that we use this language and endeavour to live out these behaviours in everything that we do. They are at the absolute forefront of being a part of the Oasis family and will underpin all that we do at Oasis Academy Leesbrook.

Compassionate	Patient	Humble
Joyful	Honest	Hopeful
Considerate	Forgiving	Self-controlled

Our 9 Habits are: Compassion, Patience, Humility, Joy, Honesty, Hope, Consideration, Forgiveness and Self Control.

The Oasis Leesbrook Curriculum

At Oasis we strive to achieve exceptional education at the heart of the communities we work in; using cutting edge educational research into the science of learning (including memory and character development) we aspire to develop active citizens and lifelong learners who have a strong understanding of the world around them and a desire to drive positive impact locally, nationally and globally

Curriculum Intent

- The 5-year OCL secondary curriculum aims to develop character, competence and community in all of our children and young people (see the OCL Curriculum Statement of Intent for more details about each of these).
- Focused learning is the foundation of every lesson and our OCL curriculum is designed to ensure the very best academic outcomes for our children and young people using the latest research in cognitive science.
- Our curriculum is ambitious and allows students to develop a deep understanding of the world around them.



Character

We develop character in all our children and young people by teaching them to reflect through the lens of the Oasis 9 Habits. This develops through inclusive practice and ensuring excellent behaviour for learning by teaching students how to be safe and healthy and by focusing on the personal development and growth of our young people. This is done explicitly and implicitly throughout the curriculum and ensures that they are able to navigate life well, have confidence, knowing who they are (identity) and who they are becoming (purpose).

Competence

We create competence in all our children and young people by enabling them to access the curriculum which is informed by the most recent research into the science of learning. This curriculum is accessed by all, with content being ambitiously challenging at every level so that all pupils reach their full potential through building deep knowledge structures, and progressive skills, all enhanced by the use of technology.

Reading and vocabulary are deliberately featured in all sessions and resources as we know children's chances of success in later life are heavily dependent on their acquisition of language and ability to access written text. We also know the importance of using books to open up the world to our young people and developing a love of literature for future learning and to understand the world around them. The innovative use of technology around our hybrid library means children are reading for pleasure, choice and breadth with texts pitched at the individual, optimum level to develop reading ability further.

Community

Understanding who you are and who you are becoming requires you to understand your place in time, past, present and future and also your place in the world. We develop a sense community by enabling our children and young people to build their sense of belonging and

also their responsibility as active participants in bringing positive change – locally, nationally and globally.

Through an engaging, relevant and contextualised curriculum, students develop respect for others and an appreciation of diversity and inclusivity and learn how to challenge and question underlying assumptions that reinforce injustices in the world. This builds deep and meaningful learning, builds essential world knowledge and develops a sense of self so that all of our children and young people can reach full their potential.

We want our children and young people to:

- Be inspired to improve the world around them.
- Have the ambition, skills and expertise to thrive in a fast changing, interconnected and communication rich world, with the confidence and technical expertise to thrive.
- Have a network that supports them.
- Be comfortable in who they are and able to continuously explore who they are becoming.
- Be rich in language with a passion for learning.
- Seek to include others, be other-centred and celebrate difference.
- Have a values approach to life and a sense of what is right and wrong through the lived experience of the 9 habits.

Learning and Technology: A blended approach

As part of our initiative to close the disadvantage gap in learning, we rolled out Oasis Horizons in 2020-2021; every child from Reception to sixth form was given their very own iPad for use at school and at home. These iPads have become part of everyday life here at Oasis as our pupils use them throughout their school day and interact with their teachers through specially chosen teaching and learning apps.

Horizons: Our one-to-one device approach

There is varied research and findings on the usage of one-to-one devices in education, often this is because the devices are purchased but the use of them is not thought out clearly enough to deliberately enhance learning.

In the Oasis Community Learning secondary curriculum the devices are used alongside strong academic research into the science of learning, to further enhance what we know to be true about gaining new knowledge and skills. Our teachers are regularly trained on new updates and apps, so ensure we make the most of the computational analysis of the devices to enhance the expertise of teachers and learning in lessons.

SEN and Inclusion

Oasis Academy Leesbrook is fully inclusive and responsive to the needs of all students who attend the school. This is essential if students are to participate, achieve and improve their life chances.

In accordance with the school's SEND policy, we ensure early identification and appropriate intervention for students with learning difficulties and disabilities. Our transition centre team work closely with feeder schools as appropriate to ensure that transition for vulnerable students is managed effectively. As well as the standardised baseline assessment taken by all students, further detailed diagnostic assessments are made for students where there is concern about their progress in order to identify particular needs.

In line with the revised SEND code of practice, the school arranges support and interventions for literacy (reading, handwriting, spelling and comprehension), numeracy, communication and social interaction, emotional literacy and behaviour support, for those students in need. Staff in the Academy review and clearly identify the needs of students with learning difficulties, in particular those with Education, Health and Care Plans (EHCP) under the revised SEND Code.

Cultural Enrichment Programme

Oasis Academy Leesbrook are committed to ensuring that the highest quality academic curriculum is offered, underpinned by a strong pastoral programme.

In addition, there is a strong focus on building 'cultural capital' for every single student. This is embedded into lessons through a thematic link (each half term) along with a strong focus in assemblies and after school. Each student completes a 'passport' of activities, including extra-curricular, or each element.

All students are expected to sign up to two clubs per week, this is non-negotiable.

Focus Areas

- 1. Music**
- 2. Art**
- 3. Literature and Drama**
- 4. Sport**
- 5. STEM**
- 6. Politics**

Every single student at Oasis Academy Leesbrook will visit a University as part of their academic and cultural enrichment.

The enrichment curriculum covers aspects of life such as oracy skills, creating regular opportunities for public speaking in front of classes, assemblies and staff meetings. This allows students to develop confidence and proficiency in this area. All students must participate in at least two Enrichment Activities after school.

Homework Club

Homework club is available for every student, every single day. There is support available to assist with homework and resources to allow all students to complete their homework to the best of their abilities.

Academy Day Structure

Day / Time	Monday	Tuesday	Wednesday	Thursday	Friday
07:45 - 08:15	Breakfast Club				
08:15 - 08:45	Family Time				
08:45 - 09:45	Period 1	Period 1	Period 1	Period 1	Period 1
09:45 - 10:00	Break (Year 7)				
09:45 - 10:45	Period 2	Period 2	Period 2	Period 2	Period 2
10:00 - 11:00	Period 2 (Yr 7)	Period 2 (Yr 7)	Period 2 (Yr 7)	Period 2 (Yr 7)	Period 2 (Yr 7)
10:45 - 11:00	Break				
11:00 - 12:00	Period 3	Period 3	Period 3	Period 3	Period 3
12:00 - 12:30	Lunch 1				
12:00 - 13:00	Period 4	Period 4	Period 4	Period 4	Period 4
12:30 - 13:00	Lunch 2				
12:30 - 13:30	Period 4	Period 4	Period 4	Period 4	Period 4
13:00 - 13:30	Lunch 3				
13:30 - 14:30	Period 5	Period 5	Period 5	Period 5	Period 5
14:30 - 15:00		Period 6 (Literacy/ Numeracy)	Period 6 (Literacy/ Numeracy)	Period 6 (Literacy/ Numeracy)	
14:30 - 15:30	Cultural Enrichment				Cultural Enrichment
15:00 - 16:00	Staff Development	Cultural Enrichment	Cultural Enrichment	Cultural Enrichment	

Academy culture, behaviour and inclusion

Oasis Academy Leesbrook believe that students will only achieve academic excellence and outstanding outcomes within a calm, positive, focussed, happy learning environment. Oasis

Academy Leesbrook also believe that the distinction between behaviour being 'good', and behaviour being 'outstanding' is when students are enforcing and encouraging the behavioural and cultural norms themselves. For example, the students have bought into the culture and the value system; they can see the worth of structure, calm and order, and consequently, they encourage fellow students to conform and discourage fellow students who do not. These structured and cultural norms in a classroom ensure there is freedom for innovative and creative lessons, free from time wasting low-level disruptions. We believe every minute of our school day and our Cultural Enrichment is precious learning time and, to this end, we have a common and very detailed set of expectations and clear systems and structures so no time is wasted.

The following behaviours and social norms will be explicitly taught, modelled, reinforced and praised:

- 1. Make people feel happy, included, safe and wanted (keeping negative thoughts to yourself, being thoughtful towards others)**
- 2. Encourage another student to behave in an appropriate way**
- 3. Make eye contact when you are speaking to your friends, your teachers or visitors**
- 4. Listen and respect others when they are contributing or speaking**
- 5. Smile**
- 6. Always say "please" and "thank you"**
- 7. Open and hold doors for one another**
- 8. Say "Good Morning/Afternoon", "How are you?", "Can I help you?"**
- 9. Volunteer to help other students or staff**
- 10. Take initiative**
- 11. Do what's expected when others are not**

All students at Oasis Academy Leesbrook are on a journey to be 'happy and successful leaders who are culturally enriched and become role models within our community'. This is how we expect this to happen.

In lessons

- Arrive in school by the first bell at 8:15am and throughout the school day, get to all lessons on time
- Have the correct equipment in every lesson and their desk set out and ready for learning (planner, exercise book and reading book)
- Arrive to the lesson in silence, greeting the teacher, and taking out equipment. Complete the Do Now taking out equipment. Complete the Do Now activity in silence, whilst the music plays

- Wear the correct uniform, smartly and with pride, throughout the day and when representing the school in the community
- No eating, chewing or drinking in class. No drink, other than bottled water, is allowed in the Academy
- Be an active learner by engaging with the activities set by the teacher and demonstrating this by SLANTing (Sitting up, Listening, Asking and Answering questions, Nodding, Tracking the speaker).
- Always record homework and complete homework on time, to an excellent standard
- Make sure that students catch up with their learning if they have been absent from school or have fallen behind for other reasons

- Believe that we are all part of a learning family and are all responsible/accountable for each other's behaviours. Students must encourage positive behaviour from all family members

Being a Leesbrook Citizen

- Always be inclusive - never isolating, insulting, excluding, undermining or swearing at anyone
- Never touch another student (playing, hugging, pushing, shoving, flicking)
- Never scream or shout
- Always respect school property and take care not to waste school resources - never deface the building, drop litter or spit
- Students must always walk quietly in single file between lessons (one behind the other). On arrival to the classroom, students must line up in silence • The first person in any line always holds the door open for the rest of the students
- Always smile and say "Good morning" or "Good afternoon" to any visitor

SLANT

"Students are expected to SLANT as their 'default' position in class as it is of best benefit for student learning"

*Doug Lemov - Teach like a Champion Technique 32 Teach Like a Champion Technique 32

SLANT stands for the following:

- **Sit up and sit still**
- **Listen**
- **Ask and Answer Questions**
- **Nod your head**
- **Track the speaker**

Students will be taught how to SLANT and will be expected to demonstrate this behaviour in every lesson. As well as being a proven benefit for student learning, it also teaches students vital social skills, which are always expected in the work place.

Uniform

Oasis Academy Leesbrook students are expected to be in full and correct uniform at all times. Any uniform infringement will not be tolerated and will be corrected immediately. Our Compulsory items (both uniform and PE kit) must be purchased from Zutti, 81-83 Yorkshire Street, Oldham OL1 3ST. The following uniform is expected.

Compulsory

- Navy Blue blazer, green piping, with Oasis Academy Leesbrook badge*
- White collared school shirt
- Navy Blue Oasis Academy Leesbrook v-neck jumper* (long-sleeved or sleeveless)
- Oasis Academy Leesbrook tie*
- Black tailored trousers or knee length skirt (skinny trousers, jeans or leggings are not permitted. Skirts must sit on the knee and not be any shorter. Tube/mini/lycra skirts are not permitted)
- Black polishable formal shoes - trainers/pumps are not permitted. Please check the soles on any shoes to ensure they are not 'trainer style'. Only a small heel will be permitted. **Boots are not permitted.** See our website for more info on acceptable shoes.
- Plain black ankle socks or tights. Socks that pull over the knee are not permitted.
- School bag in black or navy (must be large enough to carry an A4 folder and must be a back pack or record bag style. Bags must not be 'handbag' style)

Optional

- Plain black or navy blue religious head covering
- Plain dark, coloured outdoor coat

P.E. Kit (P.E. Kit must be worn every P.E. lesson)

Compulsory

- Oasis Academy Leesbrook PE shirt*
- Oasis Academy Leesbrook shorts*
- Trainers (with non-marking soles)
- Black sports socks

Optional

- Oasis Academy Leesbrook Sweatshirt*
- Oasis Academy Leesbrook Tracksuit bottoms*
- Football boots

Students must also comply with the below appearance rules:

- Only natural hair colours, no extreme colours
- No tramlines in hair or eyebrows
- Hair no shorter than a Number 2 shave
- No facial or other piercings - one pair of small silver or gold pierced studs can be worn in the earlobes.

- No henna or artificial tattoos/body ink
- No artificial/false nails or gel nails/gel colours
- No nail varnish
- Make up may be minimal (natural concealer or foundation only)

Lesson equipment

Students must ensure that they have all the following equipment with them in every lesson:

- Planner
- 2 black or blue pens
- Green pen
- Pencil
- Ruler
- Highlighter
- Calculator
- Reading book

Expectations

Students walking around with a top button undone, looking down when speaking to a teacher, walking on the wrong side of the corridor or rolling their eyes when having been challenged, are behaviours that will not prepare students for our end goal of employment in a career with prospects, leading as role models in our community. If these behaviours go unchallenged we are doing a disservice to our young people. Allowing these small behaviours to go unchallenged will result in larger problems. Below are some examples of behaviours that Oasis Academy Leesbrook staff will never ignore and will address initially by a quick confident verbal or nonverbal correction, however a yellow or red card will be issued if the behaviour is not corrected.

- 1. Talking or making comments while the teacher or a peer is talking**
- 2. Putting one's head down in class, slouching or leaning backwards in one's chair**
- 3. Any uniform infringement (shirt out, top button undone, wearing trainers etc.)**
- 4. Calling out without permission**
- 5. Tapping their own desk or chair or that of another student**
- 6. Trying, non-verbally, to get other students to laugh at them inappropriately**

Acceptable Behaviour

Acceptable behaviour promotes courtesy, co-operation and consideration and works to build on the Oasis 9 Habits and our Academy vision. We expect all students, staff and members of the community to behave in a way that will help build good relationships with other students in or outside of the Academy; teachers and other Academy staff; and with visitors or members of the public. This includes:

- **Respecting other people, regardless of their background, beliefs, ethnicity or religion**
- **Listening and responding to instruction**
- **Avoiding unhealthy conflict with other people**

We expect every member of our Academy family to have hope and perseverance that will embody our 9 Habits and that they will strive to do this in every part of their life.

Good behaviour involves students accepting responsibility for their own actions and knowing that all behaviour has consequences, intended or not. Intrinsic reward is prominent in all that we do. As we prepare students to become our next community, national and global leaders, their behaviour will form an important part in the success of this. This is ultimately the intrinsic reward; each achievement adds to the development of success in becoming happy and successful leaders. In addition to this, we promote good and improved behaviour by students through a system of recognition and reward. This includes:

- Giving students private or public praise
- Written comments on work
- Displaying work and celebrating success on plasma screens in the Academy
- Achievement points
- Letters and postcards home
- Certificates for exceptional work
- Invitation to Breakfast with the Principal
- Inviting parents into the Academy to share success
- Representing Oasis Academy Leesbrook at a special activity
- Attending trips to educational activities or cultural enrichment opportunities
- Awards at Prize Evening

Our ethos is one of celebration. Where there is excellence displayed in behaviour, effort, mastery or achievement, we will celebrate this collectively as we are all proud when a member of our Academy Family achieves excellence.

Unacceptable Behaviour

The Academy defines unacceptable behaviour as:

- Anything which causes others to feel threatened
e.g. name-calling, verbal abuse, threatening language or behaviour; theft or damage to property; intimidation; physical abuse; bullying; harassment including racist, xenophobic, sexist, homophobic or transphobic abuse
- Disruption to lessons
- Disrespecting our premises or community
- Possession or use of drugs including cigarettes or alcohol
- Truancy, lateness or persistent absence
- Use of mobile phone during the Academy Day

There is no distinction between unacceptable behaviour on or off the Academy premises, when going to or from the Academy or when representing the Academy during events such as residential trips, sporting fixtures and planned activities. We expect students to uphold our high expectations when representing Oasis Academy Leesbrook and do this with pride. Sanctions are in place for students who behave in an unacceptable manner or fail to complete academic requirements.

Bullying or harassment is the use of deliberate aggression with the intention of hurting another person. Oasis Academy Leesbrook has a zero tolerance policy towards bullying and any incidents of bullying will be fully investigated and taken extremely seriously.

Bullying/harassment can be:

- **Emotional** - being unfriendly, excluding, tormenting (e.g. hiding books, threatening gestures);
- **Physical** - pushing, kicking, hitting, punching or any use of violence;
- **Racist** - racial taunts, graffiti, gestures;
- **Sexual** - unwanted physical contact or sexually abusive comments;
- **Homophobic** - because of, or focussing on the issue of sexuality;
- **Disability** - because of learning or physical disabilities;
- **Verbal** - name-calling, sarcasm, spreading rumours, teasing because of appearance etc.;
- **Cyber** - all areas of internet use, such as e-mail, social media and internet chat room misuse;
- **Mobile threats** - by text messaging & calls, misuse of associated technology, i.e. camera & video facilities, Apps etc.

Reminder/Warning/Action System

Our classroom behaviour policy at Leesbrook is simple. Students receive a Reminder, Warning and then an Action for persistent failure to meet our high expectations.

Reminder Verbal warning or rule reminder given

Warning Name written and displayed on the board as a visual reminder of the warning

Action same day 10-minute detention (red card awarded)

If the student continues to display unacceptable behaviour, they will be removed from the lesson through the Curriculum Leader Buddy System and a further sanction will be given.

Procedures and Sanctions

Unacceptable behaviour in the classroom will be dealt with by the classroom teachers at the time of the incident and clear procedures will be used.

To ensure that the system is clear and transparent, we have detailed the sanctions below:

RWA	Reminder, warning, action received in the lesson or persistent poor behaviour in the corridor
10 minute detention	10 minute detention sanctioned to be completed at break time with the class teacher, or at the end of the Academy day
20 minute Curriculum Leader detention	Failure to attend 10 minute detention results in a text home and a 20 minute Curriculum Leader detention

	<p>20 minute detentions are also awarded for being 'buddied' to another classroom</p> <p>A missed 20 minute detention will result in a phone call home by the class teacher, to communicate poor behaviour and detention expectations</p>
30 minute detention	<p>30 minute detention awarded for failure to attend 20 minute detention</p> <p>30 minute detention awards for 3 red cards in one day</p> <p>30 minute detention awarded for serious poor behaviour in unstructured times – reported to the Senior Leadership Team (SLT)</p>
Reflect (Internal Exclusions Unit)	<p>Failure to attend 30 minute detention will result in a full day in Reflect and a 45 minute detention at the end of the day</p> <p>High tariff behaviours will result in an admission to Reflect</p> <p>NB. All Reflect admissions will include a 45 minute detention the same day as part of the Reflect provision new academy day. This includes being placed into Reflect during the academy day</p>
Step Out	<p>Failure to follow Reflect expectations as stated in the student contract will result in a Step Out (1 day)</p>

The Academy runs same day detentions at the end of the Academy day. Detentions are given for persistent low level disruption, defiance or unacceptable behaviour. In line with most recent DFE guidance on detentions in which the following is outlined:

- Parental consent is **not** required for giving detentions
- It is **not** a requirement that parents are given 24 hours' notice when a detention is due to take place outside of Academy hours
- We **reserve the right to keep students** without notice

Referral to Reflect will only be made by a member of SLT. In this provision, students will have the opportunity to complete work set by their teachers and reflect on their behaviour in class with a focus on how to improve it so that they are not in the Reflect provision again. Students will take breaks and lunch at different times from the rest of the Academy. Following any time in Reflect, students will be placed on report to their Family Leader to help them, their parents, and the Academy to monitor their behaviour, lesson-by-lesson. In the first instance, this will be for one week and students will be expected to have this signed each day by their Family Leader. If this

report does not demonstrate an improvement in behaviour, further communication with home will be made and the report will be escalated to an SLT report.

Stages of Behaviour Improvement Programme

Following the standard procedures and sanctions, there may be a requirement for further intervention and monitoring to avoid escalation of poor behaviour. This is outlined below:

Stage 1	Following 2 or more red cards, students are placed on report to Family Leader for two weeks to monitor behaviour. This will be paired with a meeting with Family Leader and parents/carers
Stage 2	Parent/carer meeting and Assistant Principal Report
Stage 3	Reflect referral (3 days maximum in one half term). Behaviour Panel
Stage 4	Pastoral Support Plan (PSP) to Principal. Parent/carer meeting with Principal. Hub Council Behaviour Panel Meeting with student and parents
Stage 5	Step Out Provision (2 days maximum)
Stage 6	Managed Move. Meeting with the Principal, students and parents/carers
Stage 7	Permanent Exclusion

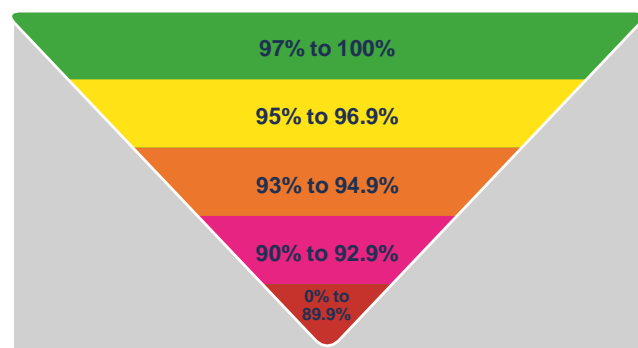
Attendance and Punctuality

Key Principals

- Students in the Academy have the right to the best possible education
- In order for students to access the best possible education, a high level of attendance is essential
- Students' ability to stay and feel safe, enjoy and achieve and to make a positive contribution may be jeopardised by poor attendance and punctuality

The Academy aims to ensure that attendance for all students remains at 96% or higher. Attendance is a whole Academy focus. Helping to create a pattern of regular attendance is everybody's responsibility, including parents/carers, students and staff. However, please note: **it is your legal duty as a parent/carer to ensure that your child is on time to school and attends regularly. Be aware that, should your child arrive regularly late to school, or is regularly absent from school without a valid or accepted reason, you could be fined or prosecuted by Oldham Local Authority Attendance Team.**

The diagram below highlights the whole Academy approach to attendance monitoring and intervention.



Green: No Concern

Yellow: Concern

Amber: Risk of Underachievement

Pink: Severe Risk of Underachievement

Red: Extreme Concern

Attendance Monitoring and Intervention

The Academy has an escalating approach to reinforcing high levels of attendance and intervening in respect of attendance concern.

Authorised and Unauthorised Absence

If a student is absent from the Academy, it is vital that a parent contacts the Academy by 8am to provide a reason for the absence. This should be by telephone to the Absence Line (0161 290 4000, option 1) in the first instance supported by a written note on the student's return.

Absence can only be authorised where there is good cause. If no adequate reason for absence is provided, attendance will be recorded as unauthorised. Attendance queries can be sent via email to attendance@oasisleesbrook.org.

Avoiding Holidays and Appointments during Term Time

In order to maximise individual achievement, parents should avoid making routine appointments for students during the Academy day. Parents should not take family holidays during the term time period. The Local Authority has the power to fine parents if their child is absent from school without authorisation. Please note, the Academy will not authorise holidays during term time.

ClassCharts

ClassCharts is a system used by Oasis Academy Leesbrook, and has iOS & Android apps for parents. It provides a fantastic mechanism for parental engagement. You can easily keep on track of your child's attendance, behaviour, detentions, homework and any generic issues in real time. Students can also download the app to help them monitor and reflect on their own behaviour, homework and attendance. Speak to a member of our reception team to find out how to activate your account.

My Child At School (MCAS)ParentPay

Oasis Academy Leesbrook uses the My Child At School App.

The My Child At School app (MCAS) will allow you to:

- Send and receive messages to school
- Receive letters from school
- Pay for products and top up dinner money
- Upload important documents such as appointment letters
- Request changes to your details such as changing your address
- Viewing your child's timetable

How to sign up to MCAS.

1) Telephone (0161 290 4000) or email (info@oasisleesbrook.org) and request your MCAS login details.

2) Download to MCAS app and click "redeem invitation code".

3) Enter your login name, invitation code and School ID which is 11668.

If you have any difficulties, please visit our website (<https://bit.ly/3KizFt6>) to view the full parent guide, or telephone/email us and we will be happy to help.

*THERE WILL NOT BE AN OPTION TO GO OVERDRAWN ON YOUR ACCOUNT. If you do not pay in advance for your child's lunch, and they do not have a packed lunch or are not in receipt of free school meals, then we will call you to provide food immediately for your child.

School Meals

Free breakfast is provided each morning from 7:45AM – 8.15AM. Further information is available on our website. Lunch costs £2.30 per day; this will pay for our 'Family Dining' experience which we encourage all students to partake in. Students entitled to free school meals* do not pay for lunch. Students may bring with them a healthy packed lunch but please note, no drink other than water will be permitted in the Academy. There are water fountains to top up water located around the Academy.

*If you would like to see if you are eligible for free school meals, please go to <https://bit.ly/2FAjk1w>

Pre-admission Consent

Academy Home School Agreement

Based on everything you have read in our Academy Home School Agreement, parents/carers and students must now carefully read and sign each of the below to show that you understand and accept.

Student Name: _____

School Lunches and Free School Meals

I fully understand that it is my responsibility to ensure I have paid £2.30 per day for my child if they are in receipt of school lunches (and are not eligible for free school meals). If not, I understand that I will need to provide packed lunches or the Academy will contact me to provide either, immediate payment or immediate food for my child.

Parent/carer signature: _____

Academy Day Structure

I will ensure my child is at school on time (no child will be allowed into the school before 7:45am). Students must be in their Family Rooms by 8:15am. I understand that school will finish at 2:30pm on Monday and Friday, and 3:00pm on Tuesday, Wednesday, and Thursday.

Parent/carer signature: _____

Student signature: _____

Cultural Enrichment

I understand that my child is expected to partake in at least two Cultural Enrichment Clubs every week. This is a non-negotiable. These clubs take place after school and finish one hour after the end of the day; therefore a 3:30pm finish on Monday and Friday, and a 4:00pm finish on Tuesday, Wednesday, and Thursday. Your child will get the opportunity to pick two new Cultural Enrichment Clubs at the start of every new term. It is your child's responsibility to discuss this with you so that you can arrange a later pick-up on those days.

Parent/carer signature: _____

Student signature: _____

Homework Club

Homework Club will run every day of the week. Monday and Friday from 2:30 – 3:30pm and Tuesday, Wednesday and Thursday from 3:00 – 4:00pm. Children will be supervised and will work silently during these times. Homework Club is optional. If your child wants to attend Homework Club, it is their responsibility to arrange this with you in the morning or the day before they attend. We will not seek parental permission if a child chooses to stay for Homework Club.

Parent/carer signature: _____

Student signature: _____

Detentions

If your child has broken the Oasis Academy Leesbrook expectations or has acted in a manner that contravenes our code of conduct, your child will receive a same day detention.

I understand my child can be issued a detention with no prior warning or parental permission.

I understand if my child fails to attend a detention, they will be expected to complete an upscaled detention the following day, as per the Academy's Behaviour Cycle.

Parent/carer signature: _____

Student signature: _____

Mobile Phones/Electronic Devices

Mobile phones or any other electronic devices are not permitted to be on and/or out the child's bag when on the Academy premises. I understand that if my child brings a mobile phone/electronic device into the Academy and it is out of their bag, it will be confiscated. The device must then be collected by the parent/carer, or other adult relative over the age of 18 years old, at a time that is convenient to the Academy. Devices will not be returned on the same day it is confiscated.

If you require your child to have a mobile phone whilst travelling to and/or from the Academy, they must have it switched off and inside their bag before entering the building. It must not be taken out of their bag at any point during the academy day, whilst on the premises. Oasis Academy Leesbrook will not be held responsible for any phones or electronic devices that are brought into the academy.

Parent/carer signature: _____

Student signature: _____

Internet Access

Students will have the opportunity to regularly access the internet including emails accounts as part of their learning at Oasis Academy Leesbrook. Students will be allowed to access websites that relate directly to their research topic of area of study. Students who accidentally encounter websites that are considered offensive or inappropriate should report them to the supervising adult immediately. Students do not have permission to download material such as software, games and music.

I give my child permission to access the internet at the Academy. I have discussed the correct use of the internet and emails accounts with my child who understands that internet access is for the purpose of learning and knows that they will be excluded from using the internet and emails accounts if found to be visiting inappropriate sites of downloading materials of any kind.

Parent/carer signature: _____

Student signature: _____

Parental Guidance Films

I give consent for my child to watch parental guidance (PG) films at the Academy.

Parent/carer signature: _____

Local Trips, Visits and Excursions

'Local trips' refers to any excursions where students will travel locally in Oldham and the Greater Manchester areas, either by walking, public transport or taxi. Local trips will take place within the Academy day (between 8:00am and 5:00pm). You will be provided with a separate consent form for trips beyond Greater Manchester and out of Academy and Cultural Enrichment hours. Oasis Academy Leesbrook students will be given the opportunity to participate in local excursions that support the Academy curriculum. Examples of these visits include trips to local theatres, art galleries and museums or local businesses. Your child will also be required to regularly attend offsite lessons at our local sports facilities (all P.E. lessons will take place off site at Oldham Leisure Centre or The Futsal Centre next to Northmoor Academy). These excursions will involve walking to local venues and students will be closely supervised by teaching and support staff. If the trip is different to the Academy day times, you will be notified. I hereby give my child permission to participate in all local excursions organised by Oasis Academy Leesbrook. I understand that these excursions will involve travelling, under close supervision, to different venues. I also understand that the safety of my child will be carefully considered in planning the excursion and that all excursions will have the approval of the Academy Principal.

Parent/carer signature: _____

GDPR (General Data Protection Regulation)

I give consent for Oasis Academy Leesbrook, Oasis Community Learning and Oasis Hub Oldham to contact me via telephone, email, post or other communication.

Parent/carer signature: _____

Consent for Hub Marketing Activities

The Academy is part of Oasis Community Learning, which is itself part of a wider group of charities that make up the Oasis Family. We would like to send you communications periodically about events and activities that form part of Oasis' wider work in the local community, in the UK and around the world. This may include fundraising appeals, information about events, and promotional activities. If you would like to receive such communication from the wider Oasis Family, please tick all that apply in the grid below:

	Email	Phone	Post	Text
Oasis' work in the local community				
Oasis' work in the rest of the UK				
Oasis' work outside of the UK				

Parent/carer signature: _____

Referrals across the Oasis Family

The wider Oasis Family provides a range of services to provide support to individuals and families. These may be local support as part of the work in the Oasis Hub or within the Oasis Family in the UK. Where we think that you may benefit from the support that the wider Oasis Family can provide, we may wish to pass your contact information to the relevant team, so they can contact you to discuss these services. Please tick to give consent.

Q I consent for you to share my information within the Oasis family in the UK, as required

Parent/carer signature: _____

The information in this Academy Home School Agreement will be used throughout your child's time at Oasis Academy Leesbrook and will be updated every 3 years. You may withdraw your consent at any time by contacting the Academy on 0161 290 4000 or emailing info@oasisleesbrook.org

Student Participation in Media Coverage

Under GDPR guidelines we must ensure that we process your data legally and must seek your consent for certain types of activities we undertake. We must seek your consent to use your child's name and image for promotional activities for use by Oasis Academy Leesbrook and for Oasis Community Learning. If we do not receive your consent for the items listed below then we will not use your child's image or data for these types of activities. It is important that you remember that you can withdraw your consent at any time by contacting the Academy (details above). Use of information and image (including photographs and video recordings).

I give my consent for the use of my child's personal data for the following:

		Yes	No
1	Name to be used on the Academy's website, printed publications, social media (Facebook, Twitter) and local media		
2	Work to be used in Academy display and on the Academy's website		
3	Image / video to be used in the Academy (e.g. on TV screens / in wall-mounted displays)		
4	Image to be used in printed Academy publications (e.g. Academy Prospectus)		
5	Image / video to be used on the Academy's website, social media channels (Facebook, Twitter) and in local media		
6	Image to be taken by, or used in circulation to, other parents (e.g. Academy events)		
7	Image to be used in Oasis Community Learning's printed publications (e.g. a brochure of job advert)		
8	Image / video to be used on Oasis Community Learning's website, social media (Facebook, Twitter) and in local media		
9	Biometric data (fingerprint) to be processed to access catering, library, printing within the Academy		
Parent/Carer Name		Student Name	
Parent/Carer signature		Date	



Oasis Horizons Home Use Agreement Terms and Conditions

Oasis is for community. A place where everyone is included, contributing and reaching their potential. We are delighted to introduce you to Oasis Horizons, where every new and current pupil will be provided with an iPad during their time at Oasis, so everyone has equal access to online learning in and outside of the academy and for personal use. It will enhance learning for all.

This document with the accompanying Terms & Conditions invites you to commit to the principles outlined in this Oasis Horizons Home Use agreement covering areas including what Oasis Community Learning (OCL) will do, what we are asking you as a parent/carer to do, and what your child will be required to do.

When you have read this document, we invite you and your child to sign the agreement and return it to us. This will help to ensure that we are all working together to achieve success.

Safety arrangements

Our pupils' safety and wellbeing are our highest priority. To deter theft and to encourage careful care of the iPad we have installed a couple of security features and are working closely with local Police on crime prevention.

- Devices reported as lost or stolen will be **locked** by Oasis to make them unusable
- Devices reported as lost or stolen will be **tracked** so they can be recovered

OCL Will;

- **Provide** an iPad in a rugged case, with charging lead and plug, to your child.
- Make sure that the device is **working** and that repairs are dealt with as quickly and effectively as possible.
- Provide **technical support** to aid in the use of the device in the academy and where possible, when it is used away from the academy.
- Ensure that the iPad is protected against viruses.
- Apply the **web filtering** and monitoring software when on the internet in school.
- Set the iPad to **block access** to the most harmful/ inappropriate websites whilst in use at home.
- Install the **Safer Schools App** onto the iPad giving access to up to date E-Safety and Safeguarding information.
- Give parents/carers and students a **detailed introduction** to using the Oasis IT system and how to care for the device and the software.
- Provide ongoing technical support and maintenance when required if the device is used correctly within these terms and conditions.

As Parents / Carers we will;

- **Ensure** that our child cares for their iPad when working at home and will **not** take it out of the rugged case at any time. Report any loss or damage (including accidental loss or damage) promptly to the Oasis IT Service Desk.
- **Report** any theft to the Police immediately and get a crime reference number that will be passed on to OCL staff.
- **Report** any faults with the iPad or installed software promptly.
- **Ensure** that the iPad is **returned** when the student leaves the academy for whatever reason, or at any other time upon the request of a member of academy staff.
- Make sure the iPad is **not used** for any illegal and/or anti-social purpose, including access to inappropriate internet sites, or social networks.
- Make sure that the terms and conditions for use of **social media apps** are adhered to.
- Make sure the iPad is **fully charged**, and our child brings it to the Academy every school day.
- Ensure that the iPad is maintained in good condition and we agree that if there is a negligent loss or damage that cannot be repaired that **we will pay in full** for the iPad.
- **Follow** the Safer Schools App e-safety briefings.
- **Decide** if we should notify our insurer / take out additional home insurance cover for the iPad.

As a student I will;

- **Look after** my iPad very carefully at all times.
- **Keep my** iPad in the rugged case that was issued to me at all times.
- **Make sure** that my iPad is not switched with any other iPad.
- **Make sure** the battery is 100% charged at the beginning of each academy day.
- **Always** carry it around in a school bag and especially make sure that it is kept in a bag and out of sight on public transport
- **Take care** when it is transported that it is as safe as possible (e.g. cannot be seen in a vehicle; not left unattended on a bus etc.).
- **Make sure** my iPad is not damaged by careless or deliberate actions, including anyone messing or playing around with it and using it for things it wasn't meant to be used for.
- **Always keep** my iPad safe from viruses.
- If I think there is a virus on my device, I will report the matter promptly to my teacher.
- **Not** write on, decorate or customise the outside of the iPad, its case, etc, and **will not allow** it to be subject to graffiti.
- **Not leave** the iPad unattended at any time unless secure either in the academy or at home.
- Follow the Safer **Schools APP e-safety** briefings

At Oasis Community Learning all authorised users of the OCL IT systems have to sign a User Agreement. This provides guidance on E-Safety and expected behaviours when using learning technologies.

A copy of the age-related User Agreements that your child must sign can be found in Oasis Horizons Project Information Pack.

1. All items of equipment issued including hardware and software remain the property of Oasis Community Learning, these may be reclaimed at any time.
2. Use is conditional based on this Home School Agreement and the relevant User Agreement having been signed.
3. Use is conditional upon the authorised user complying with the Oasis Community Learning E-Safety Policy and the Acceptable Use of Technology Policies.
4. Oasis Community Learning will not be liable for the loss of data and/or personal information contained on the device issued.
5. All software will be installed and licensed by Oasis Community Learning. Only authorised Apps can be installed through the 'Oasis Self Service App Store.'
6. Any unlicensed software will be removed.
7. Oasis IT Services will monitor the use of the device at any time. Further details about this monitoring and its purpose can be found on the academy website in the Oasis Horizon's FAQ section.
8. Anti-virus software will be automatically updated.
9. Oasis IT Services will provide maintenance and fault repairs once reported. The user (Staff Member/ Parent/ Carer/ Student must not attempt any physical repair or maintenance of the device themselves including arranging for repair by a third party. Any repairs undertaken other than those instructed directly by Oasis Community Learning will automatically result in the Staff Member/ Parent/ Carer being liable for the full replacement of cost of the device
10. Connection to the internet is filtered and monitored by Oasis Community Learning. However, as with all filtering, this may not stop all forms of access to inappropriate content and therefore parents/carers should take the necessary steps to monitor safe access to the internet when the device is used away from the academy although filtering of access to the most inappropriate websites will be in place.
11. Oasis Community Learning does not take any responsibility for the viewing or interaction of inappropriate sites or material from the device when away from the academy.
12. Oasis Community Learning is not liable for any damages or costs arising from use of the internet.
13. The device should be re-charged at home overnight and the battery at 100% charge prior to each school day. Oasis Community Learning does not accept responsibility for any electricity costs associated with charging the device
14. Oasis Community Learning advises that parents/carers check with their own insurers that the item is covered for loss, damage or theft.
15. Oasis Community Learning will not replace the device if it is damaged through misuse, or lost and will recover the full cost of the iPad.
16. Should the device be reported as lost or stolen the device will not be able to be used by anybody as the OCL monitoring and safeguarding process will disable the device.

17. Oasis Community Learning will investigate any reported theft of a device and requires a Police Crime Number. Where circumstances permit a replacement device, this would be issued.
18. Surrender of an Oasis Horizons Project device to the Police to aid in the detection or prevention of a crime will be undertaken by the academy on presentation of the correct disclosure paperwork form the Police.
19. The device will be used at both the academy and at home. Any student who fails to follow reasonable instruction will have the device removed, either temporarily or permanently.

Agreement

Please sign and return the below form to the academy as soon as possible.

STUDENT'S AGREEMENT (KS2+)

I agree to follow these rules in my use of the device that Oasis Community Learning is providing.

Name: _____

Family Group: _____

Signed: _____

Date: _____

PARENT/ CARER'S AGREEMENT

I agree to my child having the use of the device on these terms

Signed: _____

Date: _____



Contact us:

(Interim) Executive Principal – Nigel Fowler

Oasis Academy Leesbrook
Roxbury Avenue
Oldham
OL4 5JE

T. 0161 290 4000
E. info@leesbrook.org
W. www.oasisacademyleesbrook.org



Connect with us



@OasisLeesbrook



@OasisAcademyLeesbrook



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