TCAT

The Sutton Academy

THE SUTTON ACADEMY

PARENT

WELCOME BOOKLET 2026



"TOGETHER STUDENTS ACHIEVE"

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WELCOME

PRINCIPAL - LYNSEY GOBIN



At the Sutton Academy, we are fully committed to ensuring that the transition from primary school to secondary school is as smooth as possible for all our students. In the coming weeks, there will be a series of different events for your child to take part in to support their transition into secondary school.

Transition days will take place on Wednesday 1, Thursday 2 and Friday 3 July 2026. This will be an opportunity for your child to spend 3 consecutive days at the Academy. On these days, your child will take part in a variety of lessons, have an opportunity to meet their form tutor and the other members of their form class and really get a taste of what it is like to be a Sutton Academy student. Parents/Carers will be invited to the intake evening on Thursday 2 July to receive further important information about the Academy. Further details and timings of this event will follow.

I look forward to working with you and supporting your child at The Sutton Academy in September!

KEY DATES

Wednesday 1 July
Transition Day 1

Thursday 2 July
Transition Day 2
Year 6 Intake Evening

Friday 3 July
Transition Day 3







Time for change

At The Sutton Academy we understand that transition to high school can be just as much a time of worry for parents as it is for the child, and therefore with this in mind we have created this transition guide, especially for parents. This short booklet is filled with handy information and advice about your child's move from primary to secondary education and what to expect as a parent.



What does transition to high school involve?

The transition from primary to secondary school involves moving to a larger, more diverse environment with new routines and expectations. Students will experience a broader curriculum with different teachers for each subject and need to manage a more complex timetable. This period also requires greater independence and responsibility, such as handling homework and organising materials. Socially, students will meet new peers and form new friendships. Overall, this transition is a critical phase that requires support and adaptation for a smooth adjustment.



The Sutton Academy

What parents/carers can do to help

Parents and carers play a crucial role in helping children transition smoothly from primary to secondary school. To support this change, you can start by fostering open communication, encouraging your child to express any concerns or anxieties they may have. Visiting the new school together, attending open events, and meeting teachers can help familiarise the child with the new environment. Establishing a routine that includes time for homework, extra-curricular activities, and relaxation can also provide stability. Additionally, parents and carers should encourage independence by gradually giving your child more responsibilities, such as organising their school bag or managing their time. By showing interest in your child's experiences and offering consistent support and reassurance, parents and carers can help make this transition a positive and confidence-building experience.



The Year 7 team

There is a team of people who look after Year 7 on a daily basis and these include Form Tutors, Heads of Year, an Achievement Leader and an Assistant Principal.

Students will see their Form Tutor every morning and, along with their Head of Year and Achievement Leader, they will stay with them throughout their time at the academy.



Mrs Dempsey
Assistant Principal



Mr Cawley
Achievement Leader Year 7



Mrs Critchley
Head of Year 7

Important Information

Times of the Academy Day

Period	Times
Ready to Learn	8.35am - 8.55am
Period 1	8.55am - 9.55 am
Period 2 (including Breaks)	9.55am - 11.10am
Period 3	11.10am - 12.10pm
Period 4 (including Lunches)	12.10pm - 1.40pm
Period 5	1.40pm - 2.40pm
Extra-Curricular/Enrichment	2.40pm - 3.40pm

Breakfast Clubs

Breakfast is especially important for young people to ensure their brains have the energy to think, learn well in lessons and give them fuel to exercise to keep healthy.

magic breakfast
fuel for learning

Magic Breakfast, offers a free healthy breakfast to all our students.

Students from years 7 to 13 will be able to enjoy a free selection of bagels, cereal or porridge each morning from 8.05am - 8.30am.

Start of the day and late information

Students are expected to attend the academy for the appropriate start time each day. Standards gate opens at **8.05am** and students should be onsite and in their form rooms by **8.35am**. Students arriving after this time will be deemed late.

On occasions when students do arrive late, they should sign in at Late Gate or after 9am at Student Reception.

Students will receive a late mark, this is to ensure that we are able to record the student's attendance into the Arbor system, together with the time of their arrival. Students who attend after the register closes will receive a mark to show that the pupil is on site, (U) but this will count as an absent mark.

If students are continually late, Year group detentions will be set for 30 minutes.

Example Timetable

Time	Lesson	Staff	Location
Monday, 16 March 2026			
08:35 - 08:55	Registration (Gen): Year 7: 7 M	LME	The Sutton Academy: EF05
08:55 - 09:55	RE (KStg3): Year 7: 72/Re5	ECR	The Sutton Academy: EF04
09:55 - 11:10	Music (KStg3): Year 7: 723/Mu5	MYK	The Sutton Academy: CG01
11:10 - 12:10	Maths (KStg3): Year 7: 72/Ma4	FDN	The Sutton Academy: BF09
12:10 - 13:40	Spanish (KStg3): Year 7: 72/Sh5	DAL	The Sutton Academy: AG01
13:40 - 14:40	English (KStg3): Year 7: 72/En1	LBR	The Sutton Academy: BG16
Tuesday, 17 March 2026			
08:35 - 08:55	Registration (Gen): Year 7: 7 M	LME	The Sutton Academy: EF05
08:55 - 09:55	Maths (KStg3): Year 7: 72/Ma4	FDN	The Sutton Academy: BF09
09:55 - 11:10	English (KStg3): Year 7: 72/En1	LBR	The Sutton Academy: BG16
11:10 - 12:10	History (KStg3): Year 7: 72/Hi5	ECR	The Sutton Academy: EF04
12:10 - 13:40	Science (KStg3): Year 7: 72/Sc3	TSD	The Sutton Academy: AG13
13:40 - 14:40	Technology (KStg3): Year 7: 723/Te5	BNG	The Sutton Academy: DG01
Wednesday, 18 March 2026			
08:35 - 08:55	Registration (Gen): Year 7: 7 M	LME	The Sutton Academy: EF05
08:55 - 09:55	PE (KStg3): Year 7: 723/Pe5	RHO	The Sutton Academy: SH6
09:55 - 11:10	English (KStg3): Year 7: 72/En1	LBR	The Sutton Academy: BG16
11:10 - 12:10	Maths (KStg3): Year 7: 72/Ma4	FDN	The Sutton Academy: BF09
12:10 - 13:40	Geography (KStg3): Year 7: 72/Gg5	SHI	The Sutton Academy: EF07
13:40 - 14:40	Spanish (KStg3): Year 7: 72/Sh5	DAL	The Sutton Academy: AG01
Thursday, 19 March 2026			
08:35 - 08:55	Registration (Gen): Year 7: 7 M	LME	The Sutton Academy: EF05
08:55 - 09:55	Digital Literacy (KStg3): Year 7: 72/Dl6	RCL	The Sutton Academy: EG06
09:55 - 11:10	English (KStg3): Year 7: 72/En1	LBR	The Sutton Academy: BG16
11:10 - 12:10	Maths (KStg3): Year 7: 72/Ma4	FDN	The Sutton Academy: BF09
12:10 - 13:40	Science (KStg3): Year 7: 72/Sc3	LHL	The Sutton Academy: AG18
13:40 - 14:40	Geography (KStg3): Year 7: 72/Gg5	SHI	The Sutton Academy: EF07
Friday, 20 March 2026			
08:35 - 08:55	Registration (Gen): Year 7: 7 M	LME	The Sutton Academy: EF05
08:55 - 09:55	English (KStg3): Year 7: 72/En1	LBR	The Sutton Academy: BG16
09:55 - 11:10	Technology (KStg3): Year 7: 723/Te5	BNG	The Sutton Academy: DG01
11:10 - 12:10	Art (KStg3): Year 7: 723/Ar5	SPL, CKH	The Sutton Academy: DG09
12:10 - 13:40	PE (KStg3): Year 7: 723/Pe5	RHO	The Sutton Academy: SH6
13:40 - 14:40	Science (KStg3): Year 7: 72/Sc3	TSD	The Sutton Academy: AG13
Monday, 23 March 2026			
08:35 - 08:55	Registration (Gen): Year 7: 7 M	LME	The Sutton Academy: EF05
08:55 - 09:55	RE (KStg3): Year 7: 72/Re5	ECR	The Sutton Academy: EF04
09:55 - 11:10	History (KStg3): Year 7: 72/Hi5	ZML	The Sutton Academy: EF08

Home learning

To support the successful transition to secondary school from primary school, Year 7 students will have a phased approach to home learning during the first term.

Home learning will initially focus on English and Maths using a platform called Sparx. Gradually, we will increase expectations for students to complete home learning across all subjects.

Curriculum

The curriculum and the effective implementation of that curriculum is at the heart of The Sutton Academy. All students, whatever their ability, need or starting point are entitled to a broad and balanced curriculum rich in knowledge and experience. Students at The Sutton Academy are supported to achieve their full potential and beyond through the provision of a cohesive but diverse curriculum.

Password and Login Information

All new students are issued with their own unique username and password when they start in Year 7.

We make this possible by placing great emphasis on an orderly and happy working environment where high expectations are the norm. Our lessons are challenging, engaging and inspiring.

Through a well-crafted curriculum and evidence informed approach to implementation, students learn effectively and are academically successful. They develop into students who are kind, resilient, reflective and part of a community.

Term Dates

AUTUMN TERM
Begins: Wednesday 2 September 2026
(Year 7 Only)
Begins: Thursday 3 September 2026
(All Year Groups)
HALF TERM: Monday 26 October - Friday 30 October 2026
Ends: Friday 18 December 2026

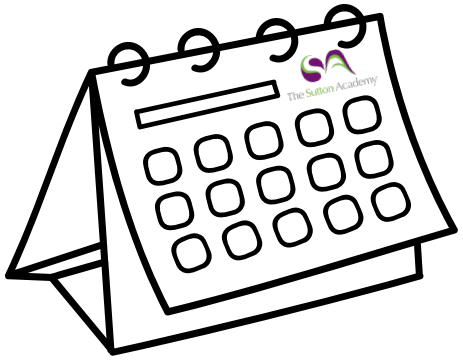
Training Days:
Tuesday 1 September 2026
Monday 2 November 2026

SPRING TERM
Begins: Monday 4 January 2027
HALF TERM: Monday 15 February - Friday 19 February 2027
Ends: Thursday 25 March 2027

Bank Holidays:
Friday 1 January 2027
Friday 26 March 2027
Monday 29 March 2027

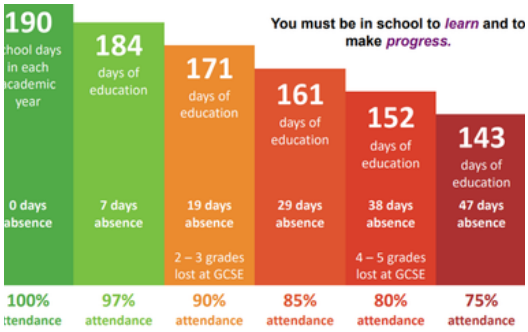
SUMMER TERM
Begins: Monday 12 April 2027
HALF TERM: Monday 31 May - Friday 4 June 2027
Ends: Friday 16 July 2027

Bank Holidays:
Monday 3 May 2027
Monday 31 May 2027



Attendance

We believe that regular attendance is the key to enabling students to maximise the educational opportunities available to them and become resilient, confident and competent adults who are able to realise their full potential and make a positive contribution to their community. The attendance target is **96%**. If for any reason your child is ill, please contact the academy before 8.30am on each day of their absence. Please note that holidays are not permitted during term time.





Lunch and free school meals

Our students have access to a well-equipped dining room during breaktime and lunchtime. Each day, a variety of nutritious and delicious food options are available, with menus running on a 3-week cycle to ensure a diverse selection. We are committed to providing a positive dining experience for your child.

If you qualify for free school meals then we will provide your child with a free meal up to the value of £2.95 each day.

As your child is moving from primary to secondary school, you will need to reapply for free school meals. Further information about how to apply for free school meals can be found on St Helens Council website.

Example Lunch Menu





The Sutton Academy

School Uniform

We believe that uniform is an important part in showing that students have pride in themselves and in the academy.

All uniform items are available to purchase from our official uniform supplier, Price & Buckland. Uniform will be available to purchase during our Welcome evening on Thursday 2 July.

Visit our Uniform section on our website

Price & Buckland
SCHOOLWEAR SINCE 1959

UNIFORM LIST

Compulsory Items
(To be worn all year round)

Branded academy blazer

Academy tie

Plain white shirt - long or short-sleeved

Plain black trousers or academy skirt (all sizes are available in regular or long length)

Plain black, white or grey socks or plain black tights

Plain black shoes

Plain bag

Optional Item

Academy V-Neck sweater



PE KIT



Compulsory Items
To be worn all year round)

Branded PE black unisex sports polo shirt

Plain black sports bottoms - either sports shorts (no cycling shorts), leggings (below knee length or longer) or tracksuit bottoms

Sports trainers / Astroturf trainers

Optional Items

Branded black PE mid-layer top

Plain black sports jackets (not designer)

Football boots

Jewellery & Accessories

The only permitted item of jewellery is a wristwatch (not a smart-watch) and/or plain single ear-studs. No other jewellery piercings or retainers of any kind are allowed.

No make-up is to be worn including false eyelashes. No nail varnish or acrylic nails are permitted, even in natural colours.

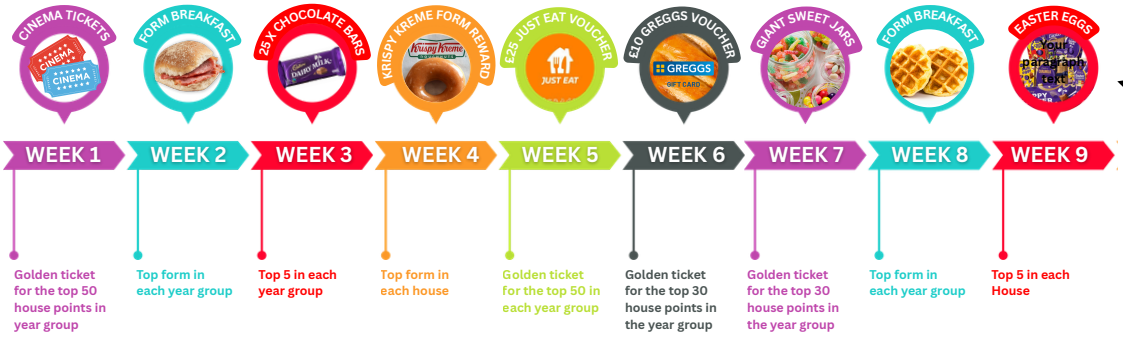


Rewards and Recognition

At The Sutton Academy, we believe that positive behaviour and effort should be noticed and celebrated.

Our rewards system recognises:

- the way you behave
- the effort you put into learning
- how you treat others
- how you contribute to our community
- It's not just about results, it's about who you are and how you grow.





Values

We believe that it is our duty to develop, not only a young person's knowledge of the world, but also their character. We expect all of our students to grow into kind, reflective and resilient human beings who see themselves as members of a wider community.

The academy values are designed in a way so that everyone can demonstrate and cultivate them through practice and support.

At The Sutton Academy we recognise the integral role that our parents play in the development of their child's character and ultimately we are there to support them. To help with this, our parents will be alerted to their child's character development through messages relaying when a teacher has identified a value being shown or a missed opportunity to do so.



Sutton Shoutouts

Each week members of staff will nominate students who have demonstrated our core values around the academy - both in and out of lessons.

Students might receive a Sutton Shoutout for:

- helping others
- showing resilience
- being a positive role model
- making a difference in school or the community

Shoutouts are shared with family, celebrated in school and rewarded with house points.

Support for Students with SEND

In June, our SENDCo will host a relaxed coffee afternoon for parents and students with Special Educational Needs. This will be a supportive opportunity to ask questions, share important information, and help us understand how best to support your child as they transition to our academy.

We will also be working closely with our partner primary schools to provide enhanced transition sessions after May half term for any students who may benefit from additional visits or further transition days. These sessions are designed to build confidence and ensure students feel comfortable before joining us.

Individual meetings will also be arranged for students who have an EHCP or who require more specialised support. Our SEND team will be in touch after May half term to begin scheduling these appointments.



Mobile Phones

As the presence of mobile phones and other electronic devices is strongly discouraged by the DfE we do not allow the use of mobile phones, smart watches (for communication) or air pods at any point in school, including during lessons and unstructured time. This ensures that full attention is given to learning as mobile phones are a distraction, disruption and diversion Complying with the DfE mobile phone and behaviour guidance also ensures the safety and well-being of our school community.

This reduces the opportunities for students to use their mobile phone to bully, intimidate or harass pupils or staff via email, messaging apps or social media. It prevents a student from recording photographic images (still or video) or sound recordings of staff or students (and/or uploading images or video onto the Internet) and also limits access to harmful online content.

Mobile phones and air pods that are brought into school should be turned off (not on silent) and either stored in student bags or handed in. If a mobile device is seen or heard during the school day it will be confiscated and stored securely at the main office.

The School understands a parent's wish for their child to have a phone for their journey to and from school. However, parents and students should understand that this is entirely at their own risk as the School accepts no responsibility for loss, theft or damage of any phone or other device brought into school.

Being at high school is, in part, about developing independence and there is plenty of support in loco parentis for routine matters in school. Should your child wish to contact you during school time the correct procedure is for them to ask permission from a member of staff. Alternatively, if you wish to contact your child please ring the office and we will always get a message through to them.

Keeping you involved

At The Sutton Academy, we are committed to maintaining strong and effective communication with parents and carers. As part of this, we ask for up-to-date mobile and email contact details on the student information form so that we can keep you fully informed throughout the school year.

A close partnership between home and school is essential to ensuring every child's success. In Year 7, we have two dedicated evenings:

·Year 7 Information Evening in October.
·Year 7 Partnership Evening in March.

You will also receive regular updates about your child's progress through their exercise books and via our Class Charts app. Tracking reports will be shared with you at key points during the academic year.

If you have any concerns about your child's work, wellbeing, or progress, please contact their Form Tutor in the first instance. You can also get in touch with the academy to arrange a meeting with their Head of Year. Most issues can be resolved quickly and informally. However, if needed, we do have an official complaints procedure; copies of this are available from the academy office upon request.

(A full list of academy policies, approved by the Governing Body, can be requested from the school office, and many are also available on our academy website.





You will receive newsletters and event invitations regularly through Arbor, keeping you up to date with important information and upcoming opportunities.

In recent years, technology has become an increasingly valuable tool in strengthening communication between home and school. At The Sutton Academy, we embrace these developments and provide a variety of digital channels to help you stay informed about news, events, trips, and student achievements, as well as offering easy ways for you to contact us.

Communication

Our academy website **www.thesuttonacademy.org.uk** contains a wide range of information about academy life, including the latest news and updates. There is also a dedicated Transition section, which we encourage all parents and carers to explore.

PARENT & CARERS COMMUNICATION

COMMUNICATION & PAYMENTS

Arbor is the academy's main communication system. It allows for effective two-way communication through the app and allows the academy to send electronic copies of Tracking Reports to parents/carers across the academic year. The app is also used for online payments allowing parents to pay quickly and securely for academy meals, trips and activities, uniform, music lessons and more.

login.arbor.sc

BEHAVIOUR REPORTING

You can use Class Charts to keep track of your child's behaviour, view attendance records, access their weekly timetable, view assigned homework tasks, track scheduled detentions, create wellbeing submissions and view announcements from the academy.

www.classcharts.com

FIND OUT MORE HERE: www.thesuttonacademy.org.uk/communication

Primary Links

We are proud of the strong relationships we have developed with our partner primary schools and work closely with them throughout the year. Over the coming months, we will be gathering key information about our new Year 7 intake to ensure we understand each child as fully as possible. This helps us support a smooth and positive transition to our academy.

As part of this process, we also discuss friendships and the formation of form groups Our aim is to place students in supportive friendship groups where they can feel comfortable, confident, and ready to thrive from their first day with us.

Students will find out their form group and meet their form tutor ahead of our transition days in July. During the summer holidays, you will also receive a welcome card from your child's form tutor, which will include some helpful information and a message of encouragement as they prepare to start the new school year.

The Sutton Academy

Frequently Asked Questions (FAQs)

We know that right now, you are probably feeling a mix of nerves and excitement about starting at the academy. Don't worry – so is everyone else! We know that you will have a lot of questions about your new school so we have answered some of the most common ones here.

Who should I contact if I have a worry or concern about my child?

If you have any questions or concerns, please do not hesitate to contact the academy. The enquiry form on our website ensures all messages are sent directly to the appropriate member of staff.

Will my child be in the same class as their friends?

Your child will be placed in a form group with at least one of their friends, however, there is no guarantee that they will friends in their subject classes due to settings and decisions made by faculty leaders.

How do I pay for my child's break and lunch?

Parents/Carers add money to an online school account, ArborPay. Students will have their fingerprint taken during the induction days and then they use their fingerprint to pay for any food/drink they buy in the canteen.



What equipment will my child need?

Your child must bring a bag to the academy every day. Your child's bag needs to be able to fit exercise books and all equipment in.
Key stationery items include:

- A black pen
- A green pen
- A purple pen
- A pencil
- A ruler
- Highlighters

Can my child use their mobile phone in the academy?

Your child will not be allowed to use their phone on the academy site. This includes breaks and lunches. If a mobile phone is seen or heard, it will be confiscated and placed in student reception until 3.10pm.

What enrichment clubs can my child take part in?

We run lots of brilliant clubs and activities during lunchtimes and after school. These clubs are an excellent way for your child to make new friends or learn a new skill.

- Football
- Rugby
- Cheerleading
- Darts
- Anime
- Textiles
- Debate
- Chess
- Multisport
- Creative writing
- Film
- Orchestra
- Dance
- Science
- Homework



The Sutton Academy

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Together Students Achieve

TCAT