CASTLE MEAD
ACADEMY

A Guide for Families new to the Academy 2026 - 2027

TMET
The Mead
Educational Trust

Contents

Contents	2
Home Academy Agreement	3 - 5
Welcome	6
Key Members of Staff	7 - 8
Engaging with Parents/Carers	8
Vision and Values	8 - 10
The Academy Day	11 - 12
Castle Mead Pastoral Team	13
Transition	13
Eating at the Academy	14 - 15
Uniform	15 - 19
Behaviour for Learning	19 - 21
The Castle Mead Way Each Day	23 - 26
Systems for Detentions	26
Damage/Loss to Property	26
Mobile Phones and Other Devices	26 - 27
Academy Policy on Bullying	27
Scholar Rewards	27 - 29
Academy Communication	29 - 30
Attendance and Punctuality	30 - 32
Safeguarding Scholars at Castle Mead	32 - 33
Curriculum	34 - 36
Oracy	37
Music	37
Reading	38 - 39
Term Dates	40
Contact Us	41

Commitment by the Staff of Castle Mead Academy:

Learning:

- We believe every scholar at Castle Mead Academy is capable of academic success.
- We will support each scholar to achieve excellence in all aspects of school life.
- We will make sure we always come to lessons prepared and continually engage scholars in the challenging work that paves the way for success in school and life, by developing in our scholars a love of learning.
- We will provide rewards for scholars' endeavour.
- We will set appropriate homework regularly.
- We will take our scholars on relevant field trips and visits to broaden their horizons and enable them to have rich experiences.
- We will constantly strive to become better educators.

Pastoral Care:

- We will ensure that each Form Tutor will support each scholar's progress and wider development, ensuring they are set up for learning each day.
- We will go out of our way to get to know each of our scholars as individuals, to build belonging and connection.
- We will care about our scholars' wellbeing, and protect their safety at all times.

Communication with Parents:

- We believe that through regular communication, a relationship of trust between school and home can be created.
- We will hold parent meetings every year and issue achievement reports at least twice per year.
- We will make sure that scholars and parents will be able to contact key members of staff by email and will reply to all communications from parents in a timely manner.
- We will provide many opportunities to invite parents into the school community, to build their sense of belonging also.

Behaviour:

- We will implement the Castle Mead Academy behaviour policy consistently and fairly.
- We will protect scholars from poor behaviour by insisting on high standards and holding scholars to account for their actions.
- We will develop the whole self by explicitly teaching positive behaviours through our Credo Curriculum.

Commitment by the Families of Castle Mead Academy:

We understand that by accepting a place at Castle Mead Academy, we will play a full role in our child's education by following the guidelines below.

Learning:

- We will encourage our child to work hard and will support them at home.
- We will support our child to go on trips and visits, to help them build their character.
- We understand that our child will have homework regularly, and that this will increase in length as they progress through the school. It is our responsibility to see that homework is completed. If homework is not completed our child will have to attend detention.

Healthy Living:

- We understand that the Academy offers healthy meals each day. We will not give our child fizzy drinks, energy drinks, sweets or chewing gum to take into school, as these are banned items.

Attendance:

- We will ensure our child arrives in school by 8.30am.
- We will not plan for family holidays or other extended absences during term time. If we take our child out of school in term time, we accept that we may be fined by the local authority.
- We will make certain that our child attends school every day, except in cases of illness or another legitimate reason. We will schedule routine medical appointments during times when the school is not in session. If our child is absent, we will telephone the school before 8:30am on the day of the absence to report the reason.

Uniform:

- We will make sure our child wears full uniform to school each day, including their lanyard.
- We understand that not having the correct uniform will result in the scholar having to borrow uniform for the day, in exchange for a valuable item.

Communication with the Academy:

- We will always make ourselves available to the school by providing an up-to-date phone number.
- We will read all achievement reports and other correspondence carefully, and attend all parent meetings.
- We will treat Castle Mead Academy staff with respect and courtesy.

Behaviour:

- We support the Academy's behaviour policy including the consequences for misbehaviour.
- We understand that detention runs from 3.40 until 4.25pm, on a Monday/Tuesday/Wednesday/Thursday and 2.10-2.55pm on a Friday. We understand that our child cannot be excused from detention.
- We understand that if there are concerns around our child's behaviour, we will be required to come to the school to attend a meeting.

Commitment by the Scholars of Castle Mead Academy:

Learning:

- I will strive to achieve my best in all that I do and challenge myself to improve.
- I will focus 100% on learning in lessons.
- I will arrive at CMA by 8.30am every day for line-up.
- I will raise my hand and ask questions in class if I do not understand something.
- I will complete all of my homework on time and I will contact my teachers if I have a problem with the homework.
- I will attend homework detentions if my homework is not complete, or if I hand in my homework late.
- I will discuss any problems I am having at school with my parents, form tutor, teachers or other trusted adult.
- I will follow all instructions given by staff so that I do not negatively affect my own and others' learning.
- I will report any bullying immediately.
- I will come to school equipped to learn every day, with my pencil case, books, and PE kit (on the correct day).
- I will take part in opportunities through Castle Character Time.

Growing a Community of Excellence:

- I will wear my CMA uniform smartly and with pride every day.
- I agree to follow the school rules and I understand there will be consequences if I fail to do so, including detentions.
- I will follow instructions first time, every time.
- I will focus 100% on learning in lessons.
- I will always treat everyone at CMA with respect. I will always listen to and care for other CMA scholars.
- I am responsible for my own behaviour.

I will follow and promote the Castle Credo, by being kind, working hard and building my character.

By accepting your place at Castle Mead Academy, both scholars and parents/carers, agree to abide by the above Home Academy Agreement.



Welcome

Dear Families,

I am delighted to welcome you to our wonderful school community and look forward to working with you all as your child embarks on their journey as a CMA scholar. Over the past seven years, we have been growing a community of excellence in the heart of our city. We are immensely proud of our achievements so far, but we know that we are very much still growing: your child is now a part of that journey, and their happiness and sense of belonging is our absolute priority right from the start.

We focus on being brilliant in the basics at Castle Mead Academy: doing the simple things really well, so that teachers can teach, and scholars can learn. We have extremely high expectations because we know, without exception, that every child is capable of excellence and will flourish in our school. Our teachers are passionate subject experts and will provide your child with an excellent education across the curriculum. Our routines are designed to ensure a calm and orderly atmosphere and we look for all our parents' support in upholding the values, systems and rules that make our school an orderly and respectful environment for all. We place maximum emphasis on excellent behaviour and a thoughtful caring attitude to each other. This is supported by a strong pastoral system which ensures we get to know every child well. We build a strong sense of belonging in our school and this is underpinned by the value we place on relationships between staff and scholars.

As well as wanting our scholars and staff to feel pride and belonging in our school, it is very important to us that our families feel this way, too. We pride ourselves in the relationships we build with our families and, year on year, want to provide even more opportunities for families to be actively involved in school life. We have a commitment to keep on getting better, and our families play a big role in supporting us to do this. We look forward to fostering this relationship with you and thank you in advance for your support.

This handbook is an essential manual to help you to support your child at Castle Mead. Please keep it, refer to it and do not hesitate to get in touch with us if you have any queries, at any time.

We will do everything in our power to communicate really effectively with you in the future and wish you and your child a happy and successful Castle Mead experience.

Yours faithfully,



Chloe French
Principal

Key Members of Staff



Miss French
Principal



Miss Rueben
Vice Principal



Miss Harris
Vice Principal



Mr Worn
Vice Principal



Mr Gardener
Assistant Principal



Miss Simpkin
Assistant Principal



Mr Gilbert
Assistant Principal



Miss Woods
Assistant Principal
(job share with Mrs Thornhill)



Mrs Thornhill
Assistant Principal
(job share with Miss Woods)



Mr Mayes
Head of Behaviour



Miss Murphy
Head of Safeguarding



Mrs Sharp
Business and Operations Manager

Engaging with Parents/Carers

Evidence shows that strong and positive home-school links can lead to improvements in children's learning, in their completion of homework, and their behaviour and attendance. At Castle Mead Academy creating and sustaining effective relationships with every parent/carer is our priority.

We look forward to seeing you at our many and varied events for parents/carers, including parents' information evenings where you can learn more about our curriculum and how you can most effectively support your child; regular parents' evenings where you will meet your child's teachers to discuss his/her progress; our annual Awards Evening, performances and exhibitions.

We actively seek the views of parents/carers and we welcome and respond to feedback. We consult parents/carers on a wide range of issues, using a range of forums including questionnaires, drop-in sessions, and termly Family Forums where parents/carers are invited to give their feedback to members of the senior leadership team.

Vision and Values

At Castle Mead Academy we are growing a community of excellence by giving our pupils both roots and wings so that they can create a better future. We do this by being kind, working hard and building our character.

Vision, Ethos and Values

At Castle Mead Academy, we are *Growing a Community of Excellence*. We strive for the very best for our young people, and encourage them to strive for excellence in all that they do. Our school is a very special community, and we celebrate our diversity and difference in lots of ways. Our wider community is also extremely important to us, and we are committed to our school being a hub of learning, partnership and support within our community.

It is unequivocal that at CMA…

Everyone is capable of excellence	We develop the whole self	We make no excuses	Feedback is a gift	Everyone Belongs
We believe everyone is a leader We believe in the value of scholarship We believe in working hard We believe knowledge is power We believe that teachers should teach and scholars should learn We believe in subject autonomy	We believe in giving our scholars roots and wings We believe in positive relationships We believe in building cultural capital We believe in spiritual and moral development We believe in being kind We believe in the importance of identity We believe in building character	We believe in being unapologetically ambitious We believe in giving 100% We believe in rigorous routines We believe in taking responsibility We believe in equality We believe in social mobility We believe inclusion is everyone's responsibility We believe behaviour is everyone's responsibility	We believe in developing experts We believe that we can always improve We believe in caring personally and challenging directly We believe that we are humans first, professionals/learners second	We believe every member of the Castle Mead community should feel seen, valued, safe and supported.

Principles: The key values upon which CMA is based
Castle Mead Academy is characterised by high expectations, doing the simple things well, and the belief that all children can succeed.

Our academy is focused on providing our scholars with both 'roots and wings'.

- Roots so as they are grounded in strong, old-fashioned values. They are polite, courteous and respectful. They are taught social interactions including etiquette, debating and networking, so as they receive the same advantages as the best schools in the country. They are taught to know the difference between right and wrong so as they are able to positively contribute to society, and becoming well-rounded, ambassadors for our academy.
- Wings so as they learn the best which has been thought, said, written and created in every field of human endeavour. Their education extends knowledge, experience and imagination in ways which develop critical and analytical capability, awareness of moral values and capacity for enjoyment. Thus, our scholars reach their academic potential, achieve the very best grades and have access to high quality destinations.

Curriculum and Learning

It is our aim that scholars leave Castle Mead Academy as articulate, resilient, critical individuals who excel academically, in the arts, languages and on the sporting field. Our scholars will enjoy the riches of an ambitious academic curriculum, balancing this with an innovative vocational offer to suit our scholars' ambitions and interests.

Our scholars

A scholar is a learned or very knowledgeable person. Our pupils are all scholars: every day they learn new things and build their knowledge capital.

From the moment a scholar arrives at Castle Mead Academy, we ask them to live "The Castle Credo" and it permeates all that we do:

Be Kind
Work Hard
Build your Character

1. Be Kind: we aim to develop respectful, tolerant scholars who are kind to everyone.
2. Work Hard: we promote learning for its own sake and the power it gives us to shape our destiny for the betterment of ourselves and the world.
3. Build your Character: we want scholars to develop more than just academic excellence whilst they are at Castle Mead Academy. We want them to use their leadership skills, sporting talent, musical or dramatic ability, raise money for charity and challenge themselves nationally acclaimed programmes. All of these develop a whole range of skills, which will help both to find rewarding jobs and to thrive more generally in later life.

Scholars' welfare, happiness and sense of belonging is at the heart of all we do. We are an inclusive community where all are supported to achieve no matter what their starting point or need.



The Academy Day

Your child should arrive at Castle Mead by 8.30am ready for line-up, which will then start promptly. It is important that scholars arrive on time to ensure do not miss any learning. On the first day, staff will be available to help new scholars to line up in their form groups and take them into assembly, this will help scholars to achieve their best possible start.

Monday - Thursday	
8:00 – 8:30am	Site open for Breakfast Club
8:30am	Line up, Morning address and Registration
8:40 – 8:50am	Tutor Time
8:50 – 9:40am	Lesson 1
9:40 – 10:30am	Lesson 2
10:30 – 11:20am	Lesson 3
11:20 – 11:40am	Break
11:40 – 12:30pm	Lesson 4
12:30 – 1:20pm	Lesson 5
1:20 – 2:10pm	Lunch
2:10 – 3:40pm	Lesson 6 and 7 (Double lesson)

Friday	
8:00 – 8:30am	Site open for Breakfast Club
8:30am	Line up, Morning address and Registration
8:40 – 8:50am	Tutor Time
8:50 – 9:40am	Lesson 1
9:40 – 10:30am	Lesson 2
10:30 – 11:20am	Lesson 3
11:20 – 11:40am	Break
11:40 – 12:30pm	Lesson 4
12:30 – 1:20pm	Lunch
1:20 – 2:10pm	Lesson 5

Please note the Academy day ends at 2.10pm on Fridays for staff training.

Access to School

Scholars can enter the academy grounds via a pedestrian entrance, accessible at front of the school on the riverside Richard III Road. Our staff will be on hand to greet our scholars in the morning and to see them off safely at the end of the day. We strongly encourage scholars coming to Castle Mead, to walk, cycle or to use the widely available public transport. The academy has excellent facilities for storing bicycles. If you intend to bring your child to Castle Mead via personal transport, you may use the drop-off car facility in the first car park on Richard III Road. We ask that parents/carers do not drive up Richard III Road towards the school. Scholars crossing the nearby roads must use the pedestrian crossing at all times, as this will ensure all members of our community stay safe. Scholars leave the site at the end of the day out of the back gate.

Travelling to School

Our scholars will be very distinctive in their school uniform and we expect the highest standards of behaviour at all times. If there is unacceptable behaviour on the streets or on public transport we will look to deal with this in school. If such behaviour occurs, the usual practice would be to send a letter home offering an appointment to discuss the issue as a matter of urgency. We do ask parents to respond with the same urgency in such circumstances.

Breakfast Club

We operate a Breakfast Club from 8.00am each day. We believe that breakfast is the most important meal of the day for everyone. Many studies have found a relationship between eating breakfast and learning ability, attention span, and general well-being. Children who regularly eat breakfast think faster, clearer, solve problems more easily, and are less likely to be irritable. Breakfast is free to scholars, each day.

Breakfast Club is also a great place for scholars to meet with friends and get set for the day ahead.

Castle Character Time

Our extended school day allows us to deliver our enrichment curriculum for all scholars, through our 'Castle Character Time'. Castle Character Time runs during the school day (12.30 – 13.20) on Mondays and Thursdays. This programme is carefully tailored to offer a range of activities including sport, music and academic support for scholars. The Castle Character Time offer is wide-ranging, with something for everyone, regardless of prior experience. Scholars are able to participate in more academic activities, such as debating, public speaking and learning of Mandarin, and a reading list is encouraged for all year groups. In the arts, scholars will partake in drama productions and several different music groups. Music scholarships are available for scholars, who will go on to perform in our school concerts. Sports teams run in each year group, with scholars having opportunities to try new sports and represent the academy in fixtures.

Castle Character Time electives include photography, poetry, handball, mindfulness, cooking, Mandarin, dance, cross stitch, and so on.

Scholars will be provided with the full enrichment programme from which they can make their choices at the beginning of each new cycle. Scholars will be able to swap their choices at the beginning of each new cycle.

In addition to enrichment, there will be numerous opportunities to attend trips and visit special events that support learning and personal development. Scholars who have demonstrated good behaviour and attitudes will have an opportunity to go on rewards trips.

Each year group in the academy will be split into nine tutor groups. There is a staff member with special responsibility for each year group.

Head of Year 7: Learning and Behaviour Mentor, Year 7:	Mr A. Munton Miss N. O'Brien	amunton@castle-tmet.uk NOBrien@castle-tmet.uk
Head of Year 8: Learning and Behaviour Mentor, Year 8:	Mr S. Elliott Mr A.Halford	selliott@castle-tmet.uk ahalford@castle-tmet.uk
Head of Year 9: Learning and Behaviour Mentor, Year 8:	Mr J. Dunsby Miss J.Szuwalska	jdunsby@castle-tmet.uk jszuwalska@castle-tmet.uk
Head of Year 10: Learning and Behaviour Mentor, Year 10:	Mrs T. Lunn Mr J.Weston	tlunn@castle-tmet.uk jweston1@castle-tmet.uk
Head of Year 11: Learning and Behaviour Mentor, Year 11:	Miss B. Jadav *TBC*	bjadav@castle-tmet.uk

Other Key Staff

Family Support Worker	Ms C. Chamberlain	CChamberlain@castle-tmet.uk
Safeguarding Officer	Ms T. Lea	TLea@castle-tmet.uk

Transition

How does the school help my child settle in?

Transition work goes on months before the start of the new year. For new Year 7s, we communicate with primary schools and their year six teachers and SENDCOs so as we gather all of the information we need to allow our scholars to learn really well.

New scholars are tracked and closely monitored in the first few weeks of term by all of our staff, who work with our scholars to identify any learning needs. Form tutors and subject teachers play a key role in also monitoring new scholars closely, and then pass on comments to the Pastoral team.

Our team are experts in Transition, and between us we have done is many times before, so your child is in good hands!

Eating at Castle Mead Academy

Castle Mead's onsite restaurant offers every child healthy, hot meals, cold and hot snacks and drinks. These meals are cooked onsite daily by our chef and catering team.

How is the Identity Card used?

All staff and scholars are issued with a free ID card when they join the academy. They should wear this card on their lanyards at all times. The card allows scholars to purchase food, print from the academy computer network and borrow books from the library.

Payments for School Lunches

As we operate a cashless catering system, scholars will have to use their ID cards to purchase food or drink, as money will not be accepted. £2.60 is a sufficient amount for a balanced and healthy meal each day. You will be able to top up your child's ID card as and when necessary, by using the 'School Gateway' app. The app enables you to see how much credit your child has on their card, as well as seeing what your child has had to eat each day. If your child is entitled to Free School Meals, the card will be automatically credited with the correct amount each day, please note that Free School Meals allowance cannot be carried over to the next day.

Here is an example of a typical week's menu:











Scholars are welcome to bring a packed lunch, however the following foods and drinks are banned from the academy:

1. Sweets
2. Chewing gum
3. Fizzy drinks of any description
4. Lucozade or other 'energy drinks'.

Scholars who bring banned food or drink into school will have the items confiscated. They will be disposed of and therefore not returned to the scholar at the end of the day.

Access to Drinking Water

Mild dehydration is also one of the most common causes of daytime fatigue. The scholars can access drinking water from the canteen and water fountains during break, lunch and before and after school. We would encourage scholars to make use of the Castle Mead drinks bottle which they receive on the first day.

Free School Meals

Families who receive certain benefits may be eligible for free school meals. Your child is eligible for free school meals if you are in receipt of one of the following benefits:

- Universal Credit with an annual net earning income of no more than £7,400
- Income Support
- Income-based Job Seekers Allowance
- Income -related Employment and Support Allowance
- Support under Part 6 of the Immigration and Asylum Act 1999
- Working Tax Credit run-on (paid for the four weeks after you stop qualifying for Working Tax Credit)
- Child Tax Credits (with no Working Tax Credit) with an annual income of no more than £16,190

How to Apply for Free School Meals

- Apply online at www.leicester.gov.uk/freeschoolmeals
- By telephone on 0116 454 1009. Make sure you have your National Insurance number to hand.
- By post - you can also pick up an application form from Castle Mead Academy, or from any of Leicester City Council Customer Service Centres.

For more information as to how to apply for Free School Meals, please contact the academy or look on our website.

Uniform

At Castle Mead, we believe that uniform plays a valuable role in contributing to the positive ethos of our academy, by setting an appropriate tone.

- It enables scholars to wear clothes appropriate for working in a safe and inspiring environment.
- It clearly signals our high expectation of scholars and our strong work ethic, instilling pride in the school.
- It protects scholars from social pressures to dress in a particular way, nurturing cohesion and promoting good relations between different groups of scholars.
- It helps scholars to prepare for their futures in the world of work, where dress codes are usually expected.
- Our uniform is used to identify us in the local community and the scholars wearing it, reflect the academy motto of 'Growing a Community of Excellence'.

It is expected that all scholars will travel to and from the academy every day in neat, clean uniform, giving the clear message to the public that our scholars take pride in belonging to the academy. Any scholar who fails to do so will receive a demerit and be expected to wear the relevant school uniform loaned to them for the day. In the case of wrong footwear, scholars will be loaned and expected to wear plimsolls.





Our Uniform is:

Our Uniform is:

- Navy suit blazer (from Uniform Direct)
- White shirt / blouse, tucked in at all times.
- Grey suit trousers (scholars are permitted to wear plain grey tailored shorts during the summer months).
- Castle Mead kilt skirt (from Uniform Direct)
- Castle Mead tie (from Uniform Direct)
- Black school shoes or all black trainers. These must be all black, including trim and logo.
- Scholar ID card, card holder and lanyards
- An outdoor coat, which should be removed when indoors

These items are also allowed:

- School jumper (from Uniform Direct)
- Plain black tights may be worn under a skirt

We would also like to remind families of the following:

• Any jewellery worn should be discreet and not pose a health and safety risk. For example, hoop earrings are not permitted

• Hooded tops and zip tops must not be worn

• Tracksuits bottoms or shorts must not be worn underneath school trousers

• Nail extensions are not permitted as these pose a health and safety risk i.e. in PE

All scholars must have the following PE uniform:

• Scholars can now wear a plain navy T-shirt (such as the one below, which costs £4.50 from Amazon) as their PE top. Scholars may continue to wear their green Castle Mead branded polo shirt next year if they wish to do so



• Scholars will also be permitted to wear a navy hoodie (such as the one below, which costs £11.50 from Amazon), which is optional.



• For PE scholars may now wear black or navy bottoms (tracksuit bottoms, mid-thigh length shorts, or leggings)

• Navy or white socks

• Trainers

These items are also allowed but are optional:

• PE outdoor 1/4 zip jumper with logo (from Uniform Direct)

• PE football socks (from Uniform Direct)

• Sports sun hat

All our uniform is available to purchase from Uniform Direct, either in store or online.

The following items can be ordered from School Reception using the MCAS App: lanyard, I.D. cards, card holders, ties.

Address:
Uniform Direct
54-56 Humberstone Gate
Leicester
LE1 3PJ

Telephone: 0116 251 1844 **Website:** www.uniform-direct.com/acatalog/Castle-Mead-Academy

Scholar ID Card

As previously mentioned, all scholars will be issued with a free ID card, cardholder and a lanyard when they join our academy. Scholars must visibly wear their ID card every day as part of their academy uniform. For scholars, the ID card enables them to be:

- Easily identified by staff
- Print from the academy computer network
- Borrow books from the library
- Purchase drinks, food and stationery equipment via our cashless operating system.

If the scholar ID card, cardholder or lanyard is lost or damaged, scholars will be expected to purchase a new one.

Equipment for Learning

There are a number of items that a scholar needs in order to be able to take a full and active part in learning at Castle Mead. Therefore, all scholars should pack their school bag with the following items every night:

- Current reading book
- A pencil case with the following contents:
  - 2 x black or blue writing pens
  - 1 x green writing pen
  - 2 x sharpened pencils
  - 1 x ruler
  - 1 x rubber
  - 1 x highlighter
- 1 x water bottle
- Books/folders for the day

- PE kit if required.

All Year 7 scholars will be provided with a CMA clear pencil case, a CMA water bottle and a PE bag. All scholars in all year groups will be provided with a green writing pen and a highlighter, on the first day of term also.

Scholars can purchase equipment, replacement water bottles and replacement PE bags from the Scholar Support helpdesk.

Behaviour for Learning

Without the highest standards of behaviour, outstanding teaching and learning cannot take place. We expect exemplary behaviour and conduct from scholars, both in the Academy and in the local community, and we expect scholars to respect staff and follow their instructions first time.

At Castle Mead Academy we have a number of routines that we use to ensure that the school day runs smoothly, to show respect to others and to maximise learning time. If one minute of learning time is lost every lesson, this adds up to almost twenty hours of lost learning time over the course of a year! It's therefore very important that we maximise every second of learning time.

These routines ensure that the school is calm, orderly and purposeful and enable scholars to follow our two 'ground rules':

1) Scholars focus 100% on learning in lessons.
2) Scholars follow staff instructions first time, every time.

To ensure an orderly atmosphere in lessons and around the academy, we have particular behaviour for learning systems in place. As part of this, scholars are issued with warnings or demerits if they are disturbing the learning of others.

Scholar Expectations:

- To comply with and champion The 'Castle Mead Way Each Day' and the 'Castle Credo'.
- To treat all members of the school with courtesy and consideration in all circumstances, showing respect for everyone.
- To model good behaviour, to set an example in their attitude, learning and achievements.
- To wear school uniform within the school environment and when travelling to and from school.
- To show respect for the whole school environment and conduct themselves around the building in a safe, sensible, manner and show regard to others.
- This is a non-gum chewing environment.
- To aim for 100% attendance.
- To aim for 100% punctuality to school and each lesson.
- Bring equipment appropriate for the lesson.

    - Scholars focus 100% on learning in lessons.
    - Scholars follow staff instructions first time, every time.

Behaviour for Excellence

CASTLE MEAD ACADEMY

We wear our CMA uniform with pride.



We make sure we have the correct equipment for learning every day



We do not use mobile phones in school, we keep them in our bags all day.



We wear our lanyards at all times. We show we belong by having our lanyard on!



We are kind to each other, show good manners and treat everyone with respect.



We are always on time to lessons. When arriving to lessons: we line up, in single file, quietly outside of our classroom and wait for our teacher.



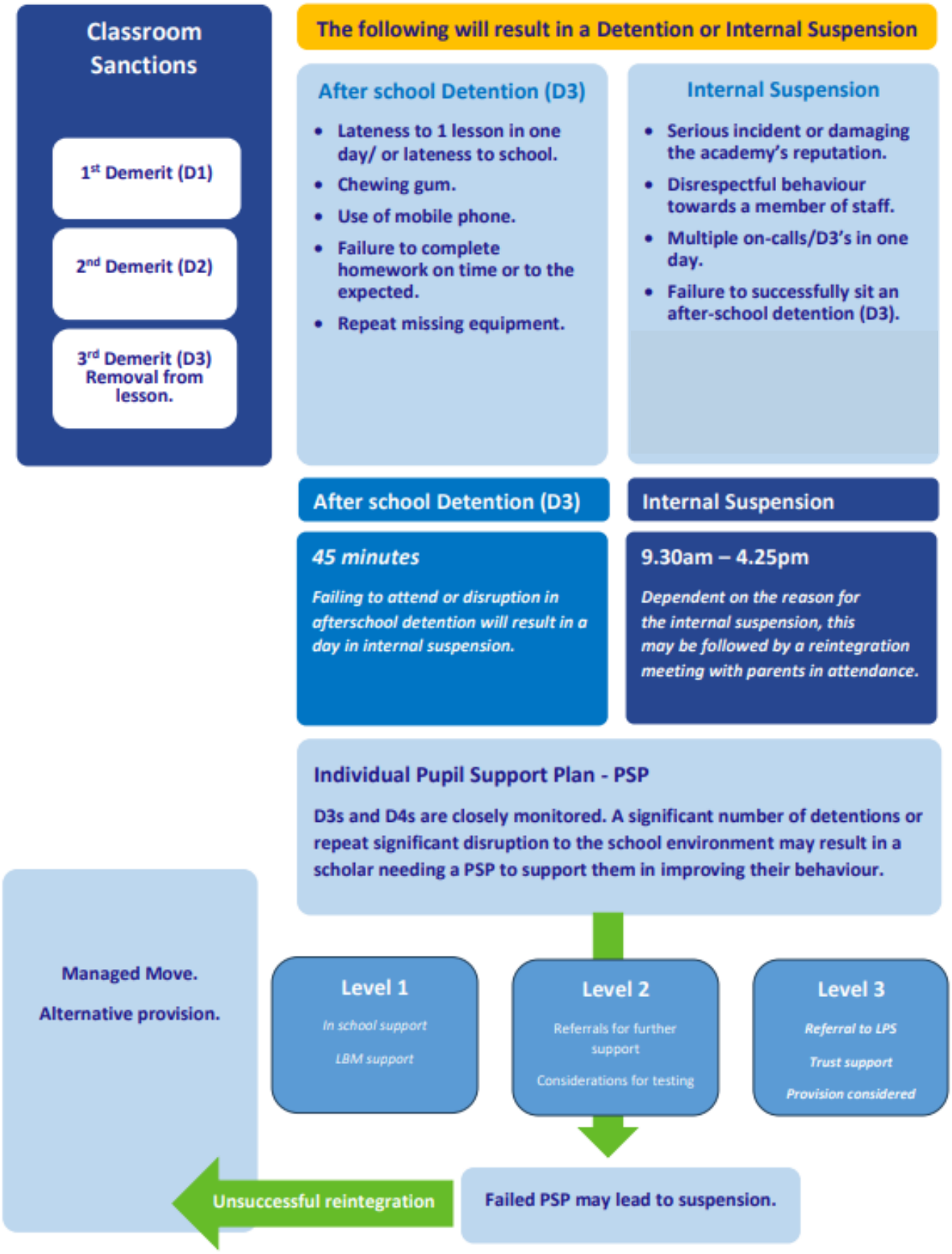
We follow staff instructions first time, every time.



We focus 100% on learning.



Behaviour for Learning - Sanctions



The Castle Mead Way Each Day

Time	Activity	Expectation	Reason why
8.00 - 8.30	Arriving at school	Arrive on the school site wearing full correct uniform and with lanyard and ID card displayed.	To look smart and represent the academy well.
		There should be no playing inside the building. Those who wish to run around should be in the playground.	To ensure the academy is a calm environment.
		When the whistle goes, signalling hand up, scholars are to raise their hand, stand still, and wait in silence to be instructed to make their way to line up.	To ensure we are ready for learning and start our day in a calm and orderly fashion.
		Scholars should be in register order and waiting silently to be dismissed. Facing the front, single file.	
		When dismissed scholars should walk in single file facing the front, sensibly, quietly and quickly.	
		Remove your coat before entering the building, do not put your coat back on until you exit the building.	To ensure your uniform is smart and avoid clothing being damaged during poor weather seasons.
		Arrive at your tutor room and follow your tutor's instructions regarding entering.	To avoid corridors being crowded and reduce the risk of accidents.
08.30 – 08.50	Tutor Time	Enter your tutor room quietly and stand behind your chair in silence.	To show respect and ensure you are ready for the day.
		Sit in your place and take out equipment and reading book for checking. Scholars should read silently unless there is another activity in progress.	To enable you to learn. So that there is an accurate register of who is on site. To allow a safe and orderly exit from the room.
		Answer your name politely when the register is taken, saying 'good morning'.	
		At the end stand behind your chair, with your blazer on until dismissed by your tutor.	

08.30 - 08.50	Assembly	Line up at your assembly point in silence and wait to be collected by your tutor. Remove your coat before entering the Theatre. Enter quietly, sit according to the seating plan and leave no empty chairs. Remain in STAR throughout and listen carefully. When dismissed leave to your lesson in a calm way.	So that it does not cause disruption in the Theatre. So that your tutor group can all sit together and your tutor can accurately take the register. To show respect and take away the important messages from the assembly. To ensure a quiet and safe exit from the assembly.
09.40 **10:30** **11.40** **12:30** **14.10**	Lesson change overs/ corridors	During lesson change overs scholars are expected to be CALM. C- Consider those around you (Examples: Hold doors open; walk on the correct side of the corridor; help to ensure everyone gets to their next lesson) A – Acknowledge one another (Examples; Smile! 'Good morning!' 'Have a good lesson' 'Thank you') L – Listen to instructions (Examples: Respond instantly and respectfully if a member of staff reminds you to walk in single file) M – Move swiftly and safely. (Examples: Walk with purpose; take the correct route to where you are going; keep up with the person in front of you)	To ensure lessons begin promptly and learning time is maximised. To enact our credo of being Kind. To keep everyone safe and avoid corridors being congested. To keep the environment pleasant for all. To avoid corridors being crowded and reduce the risk of accidents.

	At the start of lessons	Arrive punctually. When greeted by your teacher, respond positively and politely, making good eye contact. Enter the teaching room in silence and in an orderly manner and take out the right equipment and books for the lesson. Your bag should be placed on the floor under or beside your desk or chair. Complete the 'DO NOW' activity that has been set by your teacher.	To ensure lessons begin promptly and learning time is not lost. So, as we demonstrate respect, be kind and ensure we have a nice school community. To ensure a positive learning atmosphere. To ensure you are organised for the lesson. To keep the classroom safe. To engage with the lesson and prompt retrieval practice.
	During lessons	Answer your name politely when the register is taken, saying 'good morning' or 'good afternoon'. Work hard throughout the lesson, following all instructions and only conversing as directed by the teacher. 'STAR' at all times. At the end of the lesson, pack away and stand silently behind your chair Put blazer on and exit the room quietly and calmly when dismissed by your teacher.	So that there is an accurate register of who is in school. To learn as much as possible. To allow final instructions from the teacher to be heard. Sit up straight, track the teacher, answer in full sentences and respect the speaker. To ensure an orderly end to the lesson.

11.20 - 11.40	Break time	Food purchased in the restaurant should be eaten in the restaurant. Other snacks may be eaten outside. All litter must be put in the bin. Be kind and courteous to all staff and scholars. Remain outside unless it is wet break. At the end of break, when the whistle goes, signalling hand up, scholars are to raise their hand, stand still, and wait in silence to be instructed to make their way to lessons. Remove your coat before entering the building, do not put your coat back on until you exit the building. Arrive at your next lesson and line up along the wall outside. Your teacher will greet you and tell you when to enter.	To keep the environment tidy. To create a positive friendly school community. So that corridors are clear and everybody gets fresh air.
13.20 – 14.10 (Mon-Thurs) **12.30 - 13.20 (Fridays)**	Lunch	Food purchased in the restaurant should be eaten in the restaurant. Other snacks may be eaten outside. All litter must be put in the bin. Be kind and courteous to all staff and scholars. Remain outside unless it is wet lunch. At the end of lunch, when the whistle goes, signalling hand up, scholars are to raise their hand, stand still, and wait in silence to be instructed to make their way to line up. Scholars should be in register order and waiting silently to be dismissed. Facing the front, single file. When dismissed scholars should walk in single file facing the front, sensibly, quietly and quickly. Remove your coat before entering the building, do not put your coat back on until you exit the building.	

		Arrive at your next lesson and line up along the wall outside. Your teacher will greet you and tell you when to enter. Arrive at your classroom and line up along the wall outside. Your teacher will greet you and tell you when to enter.	
15.40	End of the school day	Exit the school site promptly unless staying for an organised after school activity with staff. Keep uniform looking smart and ensure mobile phones stay away until you are clear of the school gates. Leave via the scholar exit and follow road safety procedures at all times, including staying out of the road and avoiding any cars.	To allow cleaning staff to begin their work immediately. To respect our school ethos. To stay safe and avoid accidents.

System for Detentions

Castle Mead Academy will always challenge behaviour which might cause offence or harm or disrupt the learning of others. We wish to ensure that every child is safe, happy and free to learn and make progress.

In order that scholars comply with these expectations, our detention system is simple, fair, swift and transparent. Detentions are sat on the day that they are issued (same day detentions). Detention runs from 3.40 until 4.25pm, on a Monday/Tuesday/Wednesday/Thursday and 2.10-2.55pm on a Friday. There will be a text message sent to parents/carers on the day of the detention. As much notice as possible will be given. If the child misses the detention without good reason, the sanction will escalate.

Damage/Loss to Property

A charge will be levied in respect of wilful damage, neglect or loss of Academy property (including but not limited to premises, furniture, equipment, books or materials), the charge to be the cost of replacement or repair, or such lower cost as the Principal may decide.

Failure to pay may mean that the scholar is not allowed to go on future school trips and/or GCSE certificates are withheld until the account is settled.

Mobile Phones and Other Devices

All scholars will use a school-provided mobile phone pouch to support a calm, focused and safe learning environment. Scholars must bring their pouch to school each day and secure their phone inside it during the school day; the pouch remains with them and can only be unlocked by CMA staff at the end of the day. Families who need to contact a scholar urgently should do so through the main office. This initiative is designed to minimise

distractions, promote healthy digital habits, support scholars' wellbeing and ensure full engagement in learning, in line with the expectation that schools are 'mobile free by default'. Pouches are funded by the school, but replacements for lost or damaged pouches will cost £12. Scholars who arrive without their pouch, will have their phone confiscated for the day. Scholars who refuse to engage with this procedure will be placed in Internal Suspension. If a scholar claims not to have a phone on their person, a search may be undertaken to ensure that this is the case. Refusal to comply with this, attempts to undermine the system or bringing multiple phones will result in serious sanctions in line with school policy. If your child does not have a phone, please notify the school so that we know not to search

- Use of mobile devices includes, but is not limited to, answering telephone calls or texting during the school day; the use of mobile devices to threaten or bully; recording or watching inappropriate video footage; playing music; using inappropriate language; and uploading content to social networking sites.
- Certain types of mobile device usage, whether inside or outside of school, can be classified as criminal conduct. The school takes such conduct extremely seriously, and will involve the police or other agencies as appropriate. Such conduct includes, but is not limited to: sexting; threats of violence or assault and abusive calls, emails, social media posts or texts directed at someone based on ethnicity, religious beliefs or sexual orientation.
- Mobile devices in school are the scholars' responsibility. The academy accepts no responsibility for mobile phones that are lost, damaged or stolen on academy premises or transport, during school visits or trips, or while scholars are travelling to and from school.
- Confiscated phones can be collected from reception at the end of the same day. On the third instance of the phone being confiscated in the same academic year, the phone will only be returned to the parent/carer.

Please note that it is not necessary for scholars to bring mobile phones to school. In an emergency, the scholar will be allowed to use the academy telephone to phone home; parents can likewise phone school with a message, which will be passed on to their child.

Academy Policy on Bullying

Neither physical nor verbal harassment of another member of the academy/community will be tolerated. All staff will take immediate action with any case of bullying. An academy Anti-Bullying policy is in place and available to view on our website.

Scholar Rewards

The role of rewards in recognising and promoting Castle Mead's values and Castle Credo is a key part of developing the potential of our scholars by giving encouragement and praise.

Merits

Merits are used to recognise and record scholars' great academic and holistic efforts within Castle Mead Academy. These merits are then included in the calculation to award Castle Mead Rewards. Merits are awarded for:

- Attendance and punctuality to school
- Effort in lessons
- Acts of kindness and respectful behaviour

- Quality of homework
- Exceptional quality of work in lessons
- Exceptional developments of personal attributes as shown in reading, sporting, musical and performance opportunities
- Excelling in Castle Character Time activities
- Showing leadership and initiative

Scholars are able to spend their merits in our wonderful Rewards Store, where we have lots of amazing items ranging from stationery, footballs and basketballs, to Apple Airpods!

Teachers are encouraged to bring good work and achievement to the attention of all staff. 'Examples of Excellences' are collected by all subjects. Effort and achievement are also acknowledged by displays of excellent work.

The number of merits awarded provide a good indication of a scholar's learning habits and attitude towards learning. The number of merits awarded is then banded into thresholds for Bronze, Silver, Gold and Principal's Award to show the scholars' cumulative performance. The results are displayed for all year groups around the school.

Shout Outs

Teachers are encouraged to bring good work and achievement to the attention of all staff. This is done through 'shout-outs', which are presented to scholars during line ups to celebrate with the year group. Effort and achievement are also acknowledged by displays of excellent work. 3 merits are recorded by the member of staff awarding the shout-out.

Subject Badges

At the end of each cycle, three scholars from each year group receive a Subject Badge. These Subject Badges are awarded in each subject. These badges are presented to scholars during our celebration assemblies. Our celebration assemblies happen at the end of each term.



The CMA Scholarships Characteristics, which are reported to parents for each subject as part of the Achievement Report, are defined as follows:



Prize Evening

Prizes are awarded annually to scholars for outstanding effort and achievement in subjects, for success in examinations, for sporting endeavour and for services to the academy.

Academy Communication

Communication with Parents/Carers

There will be a Showcase Evening in September, where parents and scholars will be invited into school together to celebrate the positive start scholars have had at Castle Mead. On this evening, you will be able to meet your child's form tutor and teachers, see their classrooms and see and discuss the work they have been doing in lessons.

We will have at least one Parents' Evening per year group, per year. The Parents' Evening are calendared and details will be shared nearer the time. This is an opportunity to see as many of your child's subject teachers, their form tutor and discuss with them the progress they have made during the academic year.

The school believes open and regular communication with parents is crucial to our success. If you have any concerns at all and would like to discuss something with us, please just call the academy on 0116 2143150 or email your son/daughter's form tutor (details will be provided when your child starts at CMA); sometimes a chat on the phone will settle your worries, but if not please do make an appointment rather than just turning up.

We will also keep you up to date through the newsletters and regular letters to parents. Please let us know if you need separate copies sent to each parent/carer.
A “drop in” Parent Forum is held termly if you have a specific query or question - again please check the school website or call the school for dates/ times. These drop-ins allow parents to meet and discuss with Senior Leaders.

My Child at School (MCAS) - The easiest way to interact with our academy!

What can I do with the app?

- MCAS is our academy’s app available on Android, iOS and the web. It will work on mobile phones, tablets and laptops.
- When you log into the app, each of the services we provide will appear in a list for you to choose from.

In summary, MCAS Parent App provides:

- Access to real-time Timetable, Calendar, Attendance and Behavioural data
- Communication facilities to improve contact between families and schools
- Instant access to Published Reports and Letters
- School Announcements

Please note, we have decided not to have the cash paying machines on site. These means the only way to top-up your child’s ID card so as they can purchase items in the restaurant, is through MCAS.

Attendance and Punctuality

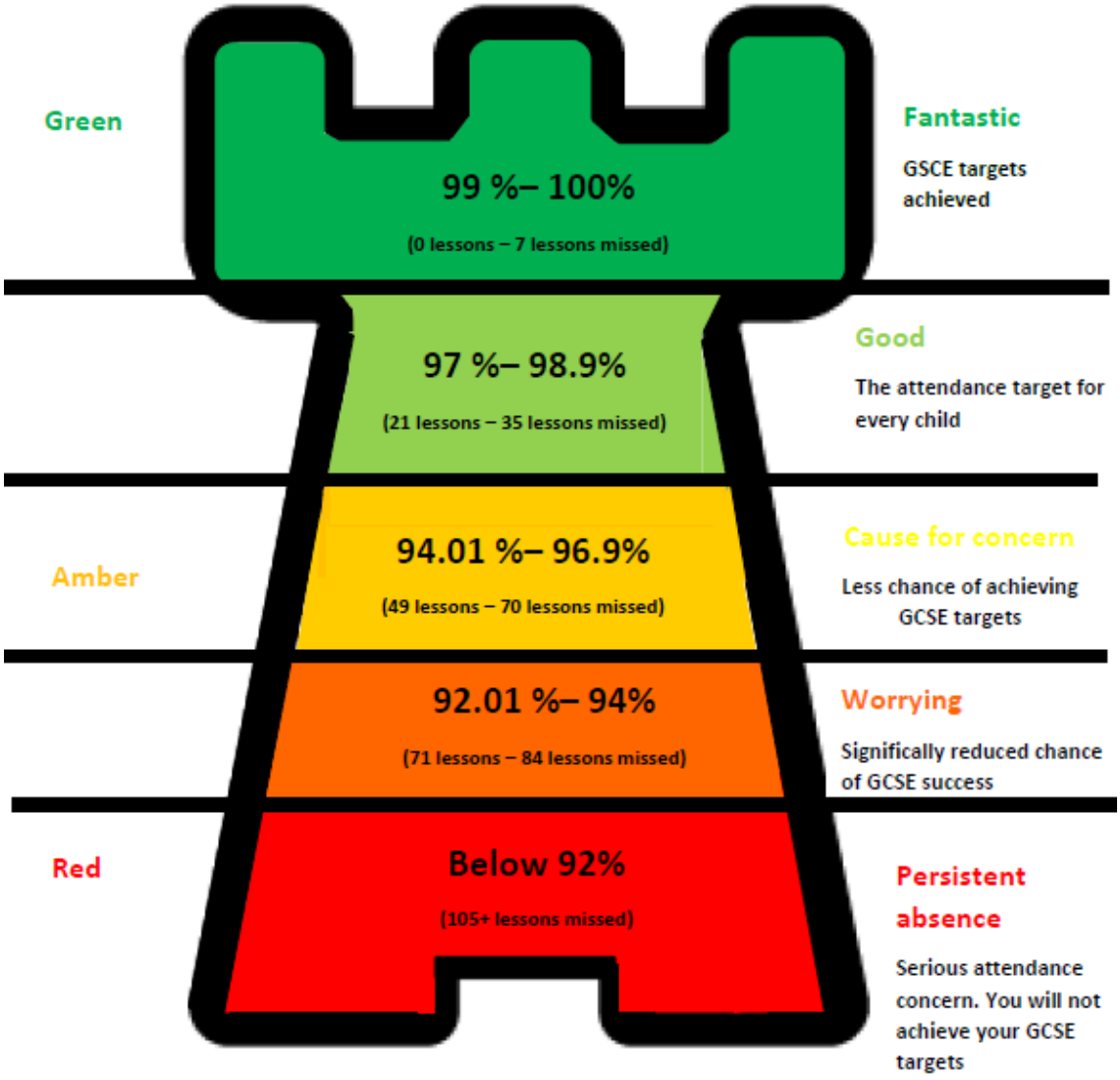
Attendance
At Castle Mead Academy we work in partnership with Parents/Carers and scholars to ensure outstanding attendance.

Every scholar at Castle Mead Academy is set a target of 100% attendance.

If a child is going to do well at school, it is vital that they have a good attendance record. Therefore, scholars should only be absent if they are too ill to come to school or in exceptional circumstances. If absence is unavoidable then a family adult should telephone the academy in the morning of the first day of absence and every day thereafter. An adult family member should make a phone call before 8.30am on each day of absence. Alternatively, a parent/carer can send a message explaining the scholar’s absence via the School Gateway App before 8.30am.

Holidays in term-time will never be authorised.

However, if there are exceptional circumstances, parents should complete an 'exceptional scholar leave' form explaining the necessity for the request, including any necessary evidence.



Notification of Absence

If you have not notified the Academy of your child's absence and they do not arrive to school, an automatic text message will be sent to alert you to their absence.

The law makes it clear that taking a child out of school without the school's authorisation is illegal. It is a Parents/carers duty to ensure their child attends school regularly under the Education Act 1996. Failure to meet this responsibility could lead to an appearance at Court which could then lead to further penalties.

A scholar taken on leave without permission will be marked in the attendance register as taking unauthorised absence (truancy). The matter will then be referred to the Education Welfare Service for discussion about further action.

Accidents and Illness

If a scholar has an accident or feels unwell, they must tell a member of staff straight away. If they are too ill to remain then their parents/carers will be contacted by one of our Office team.

Medicines

With the exception of asthma inhalers, scholars are not allowed to administer drugs themselves. All inhalers should be clearly labelled with the child's name and be carried by the child at all times. A second inhaler, clearly marked with the scholar's name, can also be left with the school reception if required. If a scholar needs to take a prescribed medicine at the Academy, please contact the school reception so as we can arrange this. No scholars will be provided with paracetamol unless permission has been expressly given by parents in advance. Scholars should not carry any medicines or pain killers on their person.

If your child suffers from any type of allergy or allergic reaction then they must bring in a letter from their doctor outlining the nature of the condition and the necessary remedial action required.

Safeguarding Scholars at Castle Mead

Castle Mead Academy, its staff and governors, are committed to safeguarding the welfare of our scholars and to providing a safe environment with robust systems to ensure the safety and healthy development of all our scholars, within the academy and on related school trips and other activities.

Everyone working in or for Castle Mead shares the objective of helping to keep children and young people safe by contributing to:

- ensuring that Castle Mead provides a safe environment in which children and young people can learn and develop, and
- identifying children and young people who are suffering, or at risk of suffering abuse and taking appropriate action with the aim of making sure they are kept safe both at home and in school.

We recognise that some children *may* be especially vulnerable to abuse. We are committed to doing our best to identify such children and to working with the appropriate authorities to support and safeguard them. We are committed to providing all our scholars with a safe learning environment, free of bullying and other forms of harassment, and to teaching scholars to act safely in and outside school and online. We will always take a considered and sensitive approach in order to support all our scholars.

Scholars, and parents, can also access support at any time by visiting the 'Keep Safe' page on our website here or emailing safe@castle-tmet.uk .

Supporting the Child and Partnership with Parents

Castle Mead Academy recognise that the child's welfare is paramount and that good child protection practice and outcome rely on a positive, open and honest working partnership with parents.

- While, on occasion, we may need to make referrals without consultation with parents, we will make every effort to maintain a positive working relationship with them whilst fulfilling our duties to protect any child, acting with the advice of the local children's safeguarding board as appropriate.
- We will provide a secure, caring, supportive and protective relationship for the child.
- Children will be given a proper explanation (appropriate to age & understanding) of what action is being taken on their behalf and why.

- We will endeavor always to preserve the privacy, dignity and right to confidentiality of the child and parents.
- However, no member of staff can necessarily promise confidentiality to any child who should make a disclosure of abuse. If it is felt that a child is at risk of harm or is being harmed, the Designated Senior Person (DSP) has a responsibility to share this information with Social Care. In turn, the DSP will determine which members of staff need to know personal information and what they need to know to support and protect the child.



Our school is part of Operation Encompass

This is a police and education early intervention safeguarding partnership. The partnership supports children and young people who experience Domestic Abuse. Operation Encompass means that the police will share information about Domestic Abuse incidents with our school prior to the start of the next school day when they have been called to a domestic incident.

The information will be shared in confidence with the Academy's Designated Senior Lead (DSL). This ensures that the school is able to make provision for possible difficulties experienced by children, or their families, who have experienced a domestic abuse incident.

Should you have any further questions regarding Safeguarding or Operation Encompass, please contact the DSL, Miss Rueben.

Operation Encompass
Supporting children and young people exposed to domestic abuse

CASTLE MEAD ACADEMY

LEICESTERSHIRE POLICE

Curriculum

What kind of Curriculum does Castle Mead provide?

The overarching goal of the curriculum at Castle Mead is to give all scholars access to the best which has been thought, said, written and created in every field of human endeavour.

The curriculum is framed with the intention of producing well-balanced students prepared for the responsibilities and opportunities that arise throughout life and to prepare scholars for the challenges of the 21st century. It extends knowledge, experience and imagination in ways which develop critical and analytical capability, awareness of moral values and capacity for enjoyment.

At Castle Mead, we have a special focus on the EBacc subjects, with extra lesson time in these subjects. This means that it is our intention that all scholars study English, Mathematics, Science, Geography/History and a Language to GCSE. The Arts still play a big part in our curriculum and enrichment offers.

The scholars' spiritual, moral and ethical development is addressed through the formal curriculum in a number of subjects, including religious education lessons. It also occurs informally through assemblies, numerous extra-curricular activities, residential experiences and in other intangible ways which permeate the ethos of the school. Castle Mead Academy has a full PSHE programme which is delivered to all scholars by their form tutors as part of the tutor/PSHE programme. It is also delivered by outside providers who have specialisms in required areas.

How many Lessons of each Subject in a Week in year 7?

Subject	Number of Lessons
English	5
Mathematics	4
Science	4
French	3
Geography	2
History	2
Computer Science	1
Design and Technology; Art (on rotation)	2
Music	1
Drama	1
Physical Education	2
Reading for Pleasure	1
Religious Education	1
Character, Citizenship and Careers curriculum	1

In addition to this, we have the Castle Character Time programme, as previously described. This means that the overall education being provided for your child is more than just the subject allocations.

Learning Support

Scholars at Castle Mead will be given every opportunity to fulfil their potential. For some scholars this will mean getting extra help in lessons and even out of lessons. To identify who the students might be we will spend the first

half term assessing the needs of our scholars. For instance, we will pay close attention to the advice given to us by each child's primary school. We will also examine every child's year 6 teacher assessment and set some additional tests during our first few days of term to find out more about their reading, writing and numeracy. We will use all of this information, in addition to our own assessments, to get the right help to the right scholars. If you should have any questions about your child's learning support please contact the SENDCo, Mrs. Dakin.

Opportunities for Leadership

There are many opportunities for your child to develop their leadership and strategic thinking by taking on a role of responsibility within the Academy community, including:

- Prefects
- Student Council representatives
- Peer mentor
- Sports Captain
- Scholar receptionist
- Equality, Diversity, Inclusion representative
- Ant-bullying representatives.

School Trips

At Castle Mead, we believe that our scholars benefit significantly from visiting places of interest and we know these experiences will broaden scholars' horizons and deepen their learning.

We will run regular trips to universities, museums, galleries, theatres and sports venues, particularly making full benefit of our city centre location and all of the cultural richness on our doorstep. You will be informed if your child is taking part in a small-scale, local visit. You then must tell the school office if you do not want your child to attend.

For trips which are further afield or for a longer time, you will be sent detailed information and asked to sign a specific form for that trip. We will ask parents for contributions to school trips where necessary.

Homework

At Castle Mead we believe that homework is important to consolidate learning from class. Establishing good habits for homework early on will be crucial and your support with this is very much appreciated.

At the start of term, your child will be given their timetable and told about homework expectations. This might seem a little complicated at first but they will soon get the hang of it. Homework at CMA is set on Satchel One. Scholars and parents will be introduced to Satchel One upon starting at CMA.

Please check your child's homework each evening and contact his/her Form Tutor if they seem to be spending either too long or not long enough on it.

Scholars have an opportunity to be supported with their homework during 'Prep' by the Form Tutor. Prep happens on a Wednesday afternoon. Scholars are also welcome to go to Study Club where they will be supported with homework and revision.

In addition to homework, scholars are expected to read for a minimum of 20 minutes per night and to practice their musical instrument for 15 minutes at least 3 times per week (if they have one). Scholars should bring the book that

they are currently reading to school each day, and to arrive at each lesson prepared to discuss their reading if asked about it by the teacher.

Helping Your Child with their Learning

There is a lot of help and support available in school for all our scholars, whatever their ability level. We have in place many strategies for different stages in your child's school career and for different curriculum areas, and we try to make all scholars aware of the many beneficial opportunities available to them in the media.

The first port of call in wanting to know more about your child's work is by visiting our school website. Here you will find up to date information about our own curriculum and the management of our school.

Your son/daughter will be accessing school resources, especially designed to support their lessons, homework and revision online linked to school through Satchel One. This is a secure portal on our school website. You can access it on any PC and/or download the mobile app. In the first few weeks, scholars will be given their access code and password for their own personal homework page. This site is an invaluable tool for your child. Parents can also use the site by clicking on the Satchel One link on the school website. You will be given a login and password for the site so that you can access to your child's personal homework calendar at ease.

Assessment and Reporting

Assessments are tests that scholars take three times during the academic year. They indicate a scholars' performance in each subject and their likely projected GCSE grades in the future. This is reported to parents two/three times per year. These reports are designed to be simple to understand, and will detail the progress and achievement of your child. Each report will also include additional information on your child's learning. A Scholarship Grade submitted by each teacher summarises their effort in class, with homework and with their assessments. Their percentage attendance for the year to date, and a summary of rewards and sanctions is also printed on each report.

Scholars will be made aware of when these assessments will be taking place so as they can revise accordingly. This will get scholars into good habits. However, if you child is becoming unduly stressed by assessments, please contact their form tutor.



Oracy

Use Your Voice

At Castle Mead, we want every scholar to feel confident to speak up.

Your voice is important. Your ideas matter. You don't have to be the loudest person in the room, and you don't have to get everything perfect. If you keep your ideas in your head, no one else gets to learn from them.

Using your voice looks different in different situations. Sometimes it's speaking clearly in class. Sometimes it's listening carefully. Sometimes it's asking a question. Sometimes it's having the courage to stand up for someone else.

We want every scholar to use their voice...



Music

Opportunities for Learning an Instrument

We have a thriving Music department here at Castle Mead, and are keen for many scholars to learn an instrument and taking part in our wide range of enrichment groups, such as our choir and orchestra.
At Castle Mead, scholars can take advantage of a wide range of instrumental lesson in addition to the timetabled music lesson, led by our peripatetic team. Learning an instrument has been scientifically proven to improve your concentration, communication and co-ordination so we urge you son/daughter to either continue learning an instrument, or to consider taking one up.

Reading

'Large-scale international research has demonstrated that reading for pleasure is "the most important indicator of the future success of a child" (OECD, 2002).

The ability to read is fundamental to success in the 21st Century. Reading can help you become more successful and happier with your life. Because of this, at Castle Mead, we take reading very seriously. Your child will have access to a wide range of literature in school in lessons and in our excellent library, and reading will feature as part of every day. We ask that you encourage your child to read their reading book every day.

The Academy Library

We have an excellent library filled with a huge variety of fiction and non-fiction books. A scholar is allowed to borrow two books at a time, and can seek advice and recommendations from our Librarian.

What can you do at home to help?

Because reading is so important, it is essential that we work together in partnership to help your child.
Please contact us at any time to discuss your child's reading habits.
Here are some helpful tips for reading at home:

- Read to and with your child every day. This shows that daily reading and spending time together is very important.
- Let your child choose the books you read together. This will help interest. You can also read magazines and newspapers with them. Anything they want to read is a good choice.
- Read aloud to your child. When you are reading together, they don't have to do all the reading. This will help them to learn the language of books and encourage them to enjoy it.
- After reading a book, talk about the story. Talking about the main ideas in the book helps develop understanding.
- Let your child see you reading books, newspapers, and magazines. This sets a good example for them because it shows that you enjoy and value reading.
- Play word games with your child. They are a great way to help children learn how to read and spell e.g. Scrabble, Crosswords, Spelling tests.
- Take your child to the library. Libraries are a wonderful place to find books.
- Read a wide range of different things - e.g. directions when driving, menus, and instructions to new appliances at home. It doesn't have to be books only!

Hints for listening to your child read

- Before reading, talk about the cover, the title, the pictures, and discuss what the book may be about.
- When reading a harder book together, take turns. Beginning readers can read the repetitive parts and more experienced readers can read a paragraph or a page.
- On finding an unknown word:
    - Pause to give your child time to work out the word
    - Prompt: go back to the beginning of the sentence, or read past the difficult word to the end of the sentence; look for a clue in the picture or the words; look at the first letter and think about what the

words could be; ask “Does this make sense?”; try to sound out the word; if necessary tell your child the word. Praise your child for trying, even if mistakes are made.

Summer Reading

There is some evidence to suggest that scholars’ performance dips between the end of Year 6 and the beginning of Year 7. To keep your child’s brains working over the long Summer holiday, we would strongly encourage you to get them reading! Regular reading will keep their brains sharp during the Summer months. To help with this, all of our scholars will be given a reading book as part of the Transition process. We will be discussing these books in tutor groups with the scholars when they start with us in August.

Our reading tips:

- Choose books carefully. Read the blurb or reviews to decide if it’s right for you.
- If you don’t like to read, it’s probably because you haven’t found the right books yet - keep searching and ask Ms Rowley (our Librarian) for help when you’re in school.
- Choose books from a variety of genres - fiction and nonfiction.
- Read for at least 20 minutes a day.
- Visit your local library during holidays - they are free. Charity shops have books for sale at reasonable prices.
- Experiment by reading new authors to experience a wide range of writing styles.

If you don’t like to read, you haven’t found the right book.

J.K. Rowling

Term Dates 2026 - 2027

CASTLE MEAD ACADEMY TERM DATES 2026/2027

CASTLE MEAD ACADEMY

Term No. 1: 36 days (7 weeks, 1 day)	
INSET DAYS 1 and 2	**Monday 24th and Tuesday 25th August 2026 (school closed to scholars)**
Schools Open	Wednesday 26th August 2026
Schools Close	Thursday 15th October 2026
INSET DAY 3	**Friday 16th October 2026 (school closed to scholars)**
Autumn Half Term Holiday	Monday 19th October – Friday 23rd October 2026

Term No. 2: 39 days (7 weeks, 4 days)	
Schools Open	Monday 26th October 2026
Schools Close	Friday 18th December
Christmas & New Year Holiday	Monday 21st December 2026 to Friday 1st January 2027

Term No. 3: 29 days (6 weeks)	
Schools Open	Monday 4th January 2027
Schools Close	Friday 12th February 2027
Spring Half Term Holiday	Monday 15th February 2027 to Friday 19th February 2026

Term No. 4: 20 days (4 weeks)	
Schools Open	Monday 22nd February 2027
INSET DAY 4	**Tuesday 9th March 2027 (school closed to scholars)**
Schools Close	Friday 19th March 2027
Easter Holidays	Monday 22nd March 2027 to Friday 2nd April 2027

Term No. 5: 39 days (7 weeks, 4 days)	
Schools Open	Monday 5th April 2027
May Bank Holiday (schools closed)	Monday 3rd May 2027
Schools Close	Friday 28th May 2027
Summer Half Term Holiday	Monday 31st May 2027 to Friday 4th June 2027

Term No. 6: 25 days (5 weeks)	
Schools Open	Monday 7th June 2027
Schools Close	Friday 9th July 2027
Summer Holiday begins	Monday 12th July 2027

Bank Holidays

- 31st August 2026
- 25th and 26th December 2026
- 1st January 2027
- 26th and 29th March 2027
- 3rd May 2027
- 31st May 2027

INSET Days

- 24th and 25th August 2026
- Friday 16th October 2026
- Tuesday 9th March 2027

Contact Us

Address:	Castle Mead Academy 50 Richard III Road Leicester LE3 5QT
Telephone:	0116 214 3150
Email:	Info@castle-tmet.uk
Website:	www.castle-tmet.uk
Facebook:	Castle Mead Academy
Twitter:	@CastleMead