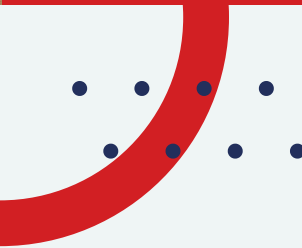




Sir Geoff Hurst Academy

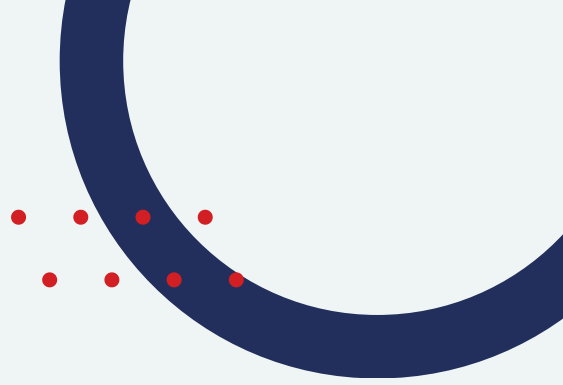


SGH PARENT HANDBOOK

beckmeadtrust.org/sir-geoff-hurst



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WELCOME MESSAGE

01

I am delighted to have been appointed as the new headteacher for Sir Geoff Hurst Academy and I am very much looking forward to getting to know all our pupils, parents, carers and staff.

I have worked in Special Education for 16 years and possess a deep understanding of the local area. My familiarity with the community will support our efforts to build robust links and enhance the educational experiences for our students with special educational needs.

I first visited Sir Geoff Hurst Academy in November 2024 when the site was being built and was immediately struck by the unique opportunity to open a school and building. The name has a special place for me as an avid sports person and I look forward to creating a team that can support our pupils to achieve their full potential and lead lives that are as independent as possible.

From my experience of being an Assistant Headteacher for 7 years, I know that a successful and happy school depends on all of us working together. As parents and carers, you make an important contribution to your children's achievements, and I'm excited to build on the relationship between you and the school.

I will be holding a number of events over the next term, including coffee mornings / drop-in sessions, meet and greets with the families and our staffing team, and parent workshops on a variety of different topics over the year. Times and dates will be sent out over the next half term, and I look forward to meeting many of you there. These meetings will take place at a number of different times in the hope that as many families as possible will have the opportunity to attend.

I will also be available at the start and end of the day on the school gate before and after school, so please do say hello.

I look forward to meeting you all and working with you and your children during this exciting new venture of the Sir Geoff Hurst Academy

Yours sincerely
Miss Tracey Plane





SGH

ADMISSIONS STATEMENT

Criteria for admission to Sir Geoff Hurst Academy

SGH has a designated number on roll of 15 residential places and up to 49 day pupils who transition from residential to day provision when they have made sufficient progress to return home and begin their preparation to return to an appropriate school. We accept pupils in the 7-16 age range.

Pupils are admitted to the school following referral from the Local Authority. Referred pupils are discussed at the Sir Geoff Hurst Academy Admissions Panel meetings to determine whether SGH can meet that child's needs; a decision is then made about whether to proceed with the admissions process.

As part of the admissions process, the school conducts a home visit and a visit to the pupil's previous school. Parents are invited to visit the school with their child to look around and to discuss the provision. If, after these visits have taken place, all parties are happy that the Sir Geoff Hurst Academy is the correct provision for the young person, they are offered a place at the school and given an admission date.

To view the full Sir Geoff Hurst Admissions Policy document, please see our policies web page.



VISION & VALUES

VISION

At the Sir Geoff Hurst Academy, we firmly believe in the power of collaboration. Together, we create a stimulating environment that nurtures every pupil, ensuring they have the best starting point to achieve their fullest potential. Our vibrant community thrives on the principles of nurture, sustain, grow, which fosters the development of respectful and resilient learners. We take immense pride in celebrating the achievements of all our pupils, recognising their individual strengths and unique contributions.

Our dedicated team is committed to empowering each student, guiding them towards independence and success in the wider world. We understand that education is not just about academic excellence; it's about cultivating well-rounded individuals who can thrive in their local community and beyond.

At the Sir Geoff Hurst Academy, we encourage our pupils to embrace challenges and celebrate their successes, big and small. Together, we promote a sense of belonging and purpose, equipping our learners with the skills and confidence they need to navigate their future adventures. Join us as we embark on this exciting journey of discovery and achievement, where every step forward is celebrated and every voice is heard!

MISSION

Our vibrant community thrives on the principles of nurture, sustain, grow, which fosters the development of respectful and resilient learners. Our vision is aligned with the four key values across all schools in The Beckmead Trust, namely to ensure through everything we do that our children and members of our community have:

- A sense of feeling loved, cared for and valued at all times.
- The opportunity to flourish, not just within our setting, but in the wider community and into adulthood.
- An understanding and experience of social justice, around fairness, equality and democracy.
- A feeling of belonging within our community, and a sense of self identity within the wider context of their lives.





USEFUL INFORMATION

SCHOOL DAY

Our school day begins at 8.45 with breakfast. Our registers officially open at 8.45 and close for most children at 9.10. We have a morning break at 10.30, and lunch is at 12.30. The school day finishes at 3pm and on a Friday at 1pm.

Parental collection not in a taxi will be 2.50pm and Friday 12:50pm. staff then stay on site to prepare and set up our learning activities for the following day.

EDUCATIONAL FACILITIES

The school consists of eight classrooms, each equipped with an interactive screen, individual desks and group work space areas, sink and kitchen area and storage. The children will have use of laptops and technology devices. The school also has specialist rooms which are art and design; drama and music with a recording studio; food technology; science lab; sports hall and fitness suite; 2 soft play areas; sensory room; 1:1 work rooms across the school and a library. Outside the school has an outside play area and climbing frame for the primary side and a MUGA (Multi Use Games Area) with a sensory trail and plenty of outside space.

SCHOOL TRANSPORT

If parents/ carers need to request transport for their child to and from school, then they must apply via the Essex County Council website.

School transport: **[Apply for school transport](#) | [Essex County Council](#)**

This process can take up to six weeks so please ensure you apply in plenty of time. We also support parental drop off and collections and have dedicated space outside the front of the school during this time.





USEFUL INFORMATION

SCHOOL FOOD

We are able to offer all of our pupils a range of choices of hot school meals, or they are welcome to bring in their own packed lunch. Our school meals also cater for specific diets and lifestyle choices, including vegan and religious requirements at request. The school also provides a free breakfast for all of our pupils, as our 'soft start' nurture breakfast time is an important part of our provision, where everyone starts the day together and we are able to check in emotionally with our pupils. The children have their breakfasts and lunches in the classroom with their teaching team, as this supports our ethos of building family-style relationships with them.

SCHOOL UNIFORM

At The Sir Geoff Hurst Academy, we see our school uniform as a key part of our identity; however, it is also designed to provide our children with comfort and, where necessary, meet any sensory needs they may have. We have also planned our uniform to be as cost-effective as possible. The core uniform consists of the school sweatshirt, embroidered with the school logo. The sweatshirt supplier has been carefully chosen to try and get the softest material possible. In addition to the sweatshirt, we ask that your child wears navy/black or dark grey trousers, a red polo or cotton shirt, and footwear can be black shoes or trainers. We ask that the children do not wear boots. Our PE kit consists of black shorts and/or tracksuit trousers, and a plain white t-shirt with the logo if you wish. However, if you feel that your child has particular sensory needs that may need accounting for within our uniform expectations, then please get in touch, and we can be flexible around them as required.

Uniform is available to purchase from a local provider in Chelmsford: **One Stop School Gear**



PUPIL WELFARE

Looking after our pupil's welfare is at the centre of everything that we do at The Sir Geoff Hurst Academy. All of our staff are available to support any of our pupils at any time, and show absolute care, compassion and understanding. We are able to help our pupils across a whole range of pastoral issues, such as poor mental health matters, school refusal, bullying, teenage angst and relationship matters. Your child's safeguarding is paramount to us, and our staff are vigilant and well trained to be able to signpost and guide you and your child to getting the right support for their needs outside of education if required. We also have excellent working relationships with a wide range of local services and organisations, which means we can offer an expanded pupil welfare service across the school.

CARE FACILITIES

The residential area will consist of three 'houses', located on two floors. Each house has five individual bedrooms with an ensuite or bathroom. Children can bring posters, photos and soft toys for their bedrooms to help them feel at home. The facilities will include bathrooms with baths and showers, an open-plan kitchen and a lounge area. The children can enjoy large screen TVs, computers, Xboxes, PlayStations and further games in The Youth Club. Residentially, the pupils also have access to a Children's VIP room, where they can meet visitors, as well as Skype facilities for contacting their family and friends during the school week. They will also be offered extra curricular activities within the local community outside of school hours.



STUDENT ABSENCE

Student absence can be logged two ways:

Email to **SGHoffice@beckmeadtrust.org**

Phone the office on **01245 821016**

**If the school are not aware of the students
absence by 9.15am the school office will call the parents /
carers**

APPLICATION FOR LEAVE OF ABSENCE FOR YOUR CHILD DURING TERM-TIME

Time off school for family holidays is not a right and as a Parent/Carer, you should complete this form and return it to your child's school AT LEAST FOUR (4) WEEKS before the date when you want the period of absence to start. You may be required to attend an interview to discuss this request with the Head Teacher or other senior member of staff and/or produce supporting evidence for your request.

IMPORTANT INFORMATION



SGH OFFICE

SGHOFFICE@BECKMEADTRUST.ORG
Phone: 01245 821016



ADMISSIONS



WELCOME PACK



CLASS DOJO

IMPORTANT INFORMATION



HOME SCHOOL AGREEMENT



MEDICATION



GOLDEN RULES



SUPPORT