



**Woodbridge  
Road Academy**  
Part of Paradigm Trust

# Welcome to Your School



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## Useful information

### Principal:

Naomi Shenton

### Address:

Woodbridge Road Academy  
Russett Road  
Ipswich  
IP4 2EB

### Reception Opening Times:

Monday to Thursday 8am - 4pm  
Friday 8am - 3.30pm

### Phone number:

01473 353440

### Website:

[www.woodbridgeroadacademy.org](http://www.woodbridgeroadacademy.org)

### Email:

[info@woodbridgeroadacademy.org.uk](mailto:info@woodbridgeroadacademy.org.uk)



## Welcome From Naomi



I am really excited to welcome you to Woodbridge Road Academy. We are creating a highly structured and predictable learning environment so that you can feel safe, learn and thrive.

We care about your development as a whole person. This means that we want you to make progress academically and socially during your time with us. We want you to be equipped to lead a life of happiness, fulfilment and independence. This means that as well as studying school subjects you will also have time and support to develop other skills including communication and emotional regulation.

You will be in a class of about eight pupils with a teacher and at least one teaching assistant. The small class size means that you will get plenty of adult support. It also means that we can adapt lessons to meet your needs. The class sizes also mean that we can reduce distractions as much as possible for you. This is really important to us as we want you to be able to focus on your learning.

A team of builders are building a fantastic new school building for us. The picture on the front of this booklet gives you an idea of what it will look like when it is finished.

I hope you find the information in this booklet helpful. Take your time to look through it and prepare any questions that you may still have. Our team will be very happy to answer them for you.

Yours sincerely,

Naomi Shenton



# Paradigm Trust

Paradigm Trust (Paradigm) is a not-for-profit educational trust with schools in Ipswich and Tower Hamlets that are free and open to all.

Paradigm has a very simple ethos: to develop and sustain great schools where we can make the biggest difference to pupils. Our values are: Integrity – doing the right thing even when no one is watching; Excellence – enabling everyone to achieve more through education and Community – working together; learning from, and supporting, others.



To develop and sustain great schools where we can make the biggest difference for pupils



## Safeguarding

Designated safeguarding lead: Naomi Shenton



Naomi Shenton is to be informed immediately regarding all safeguarding concerns including concerns over students being vulnerable to radicalisation. In her absence concerns are reported to the member of staff in charge. As DSL and Prevent Officer, Naomi Shenton works closely with members of the Safeguarding Team, the wider staff and students across the academy to ensure the safety and well-being of all students.

Alternate Designated Safeguarding Lead: Sarah Murphy



Alternate Designated Safeguarding Lead: Josh Keeble








Alternate Designated Safeguarding Lead: Bradley Harris









Alternate Designated Safeguarding Lead: Sian Ransom



## Get to Know The Team






	Principal: Naomi Shenton
	Assistant Principal: Sarah Murphy <i>Sarah will be on maternity leave for most of next year so you may not see her much.</i>
	Assistant Principal: Sian Ransom
	Assistant Principal: Carla Last
	Teacher: Jen Hirst







	Teacher: Frances Murphy
	Teacher: Amy Butler
	Teacher: Sophie Freeman
	Teacher: Claire Pearsons
	Teacher: Stephen Smith
	Teacher: Rachel Creyke





	Teacher: Georgia Frosdick
	Officer Manager: Charlotte Miles
	Learning Mentor: Josh Keeble
	Learning Mentor: Brad Harris
	Teaching Assistant: Alex Brown



	<p>Teaching assistant: Alison Needham</p>
	<p>Teaching assistant: Kara Thomas</p>
	<p>Teaching assistant: Madeleine Marjoram</p>
	<p>Teaching assistant: Alenya Fowler</p>

We are still recruiting support staff and will update this in the summer holidays and put it on the website ready for September.



# The School Day



At Woodbridge Road Academy, we will adapt the curriculum to meet the needs of pupils and maximise opportunities to develop communication and interaction skills thus ensuring that pupils have every opportunity to make strong progress from their starting points. The school day will be structured around 5 lessons which are 55 minutes long. This will be adjusted depending on pupil need and intervention requirements.



8.45am  
School doors open



9.00am - 9.10am  
Registration and  
sensory circuit



9.10am -10.05am  
Lesson 1



10.05am -11.00am  
Lesson 2



11am -11.10am  
Reward Time  
Break for pupils in  
Y9-11



11.10am -11.25am  
Break for pupils in Y5-Y8



11.25am - 12.20pm  
Lesson 3



12.20pm - 1pm  
Lunch break





1pm - 1.10pm  
Registration and  
settling time



1.10pm - 2.05pm  
Lesson 4



2.05pm - 3pm  
Lesson 5



3pm - 3.15pm  
Reward time



3.15pm  
Pack up time



3.20pm  
End of school day












# Classes

We will have 8 classes. They are called:




- Oak
- Pine
- Maple
- Willow
- Elm
- Cedar
- Spruce
- Laurel



# Your Lessons

Maths	
English	
Science	
Communication	
Art and Design/ DT / Food and Nutrition	
Computing	
Geography	
History	
Music	



PE (Physical Education)	
PSHE (Personal, Social and Health Education)	
Religious Education	

For pupils in year 10 and 11, you will be working towards qualifications. These will include English, maths, science and Duke of Edinburgh amongst other subjects. Pupils will take either GCSEs or entry level qualifications.



# Your School Day

The school day will be structured around 5 lessons which are 55 minutes long. This will be adjusted depending on your needs and intervention requirements. We will have movement and sensory breaks when needed.

## **KS2 - Year 5 and 6**

Most of your lessons will be with your class teachers. You will have specialist teachers for a few lessons including art and music.

## **KS2 and KS3 - Year 7 - 11**

You will have a base teacher. This teacher will take your register each morning and will teach you for some of your lessons. You will have a base classroom with a named tray which you can use.

You will also have some lessons with teachers who are experts in different subjects, for example science and music.





## School Rules and Expectations

At Woodbridge Road Academy we understand that consistency and predictability helps you and your peers to feel safe and to learn. We think that it is really important to remove distractions so that you have a calm and purposeful school to learn in.

Our rules for behaviour are as follows:

- We follow instructions from adults.
- We are kind, polite and respectful to everyone.
- We keep our hands, feet and objects to ourselves.
- We hand in any mobile phones on entry to school.
- We move around the corridors calmly and without disturbing others.

We understand that behaviour which appears challenging is very often a way of you communicating with us. We will work with you and your parents or carers to understand the reasons behind any behaviours.



## Eating Arrangements

At Woodbridge Road Academy you will be able to either have a school dinner or a packed lunch. You do not need to decide which to have now, there is plenty of time for that. It's also absolutely fine to choose a school dinner on some days and a packed lunch on other days. Nearer the time we will provide menus so you know what the school dinner options are.

You may bring a snack for morning break. Please bring a bottle of water with you. You can refill the bottle at break or lunchtime.

We understand that some of you have particular needs for food. We will work with your parents, carers and if necessary your doctor as well. Please make sure that your parents or carers have told us about any particular needs.



## Social times

We know that social times can sometimes be challenging. We know that sometimes you need quiet time and sometimes you want to spend time doing activities with friends.

Social time activities may include:

- Board games
- Art / crafts
- Reading time
- Sports activities



# Your School Uniform

We think uniform is important because it helps you to have a sense of belonging to Woodbridge Road Academy. We also think that it is a very useful routine. We have designed this uniform to be flexible and comfortable so that it removes any barriers to learning.

## Daily Uniform



Black trousers or black jogging bottoms with no logo

## Footwear

Black shoes or black trainers with no logo or a black logo  
Socks - dark coloured



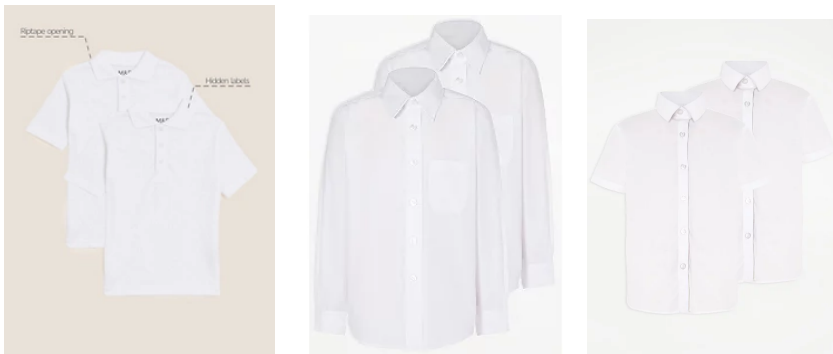
## **Jumper**

Green with a Woodbridge Road Academy logo. Pupils can choose a sweatshirt or hoodie. This is available from PMG Schoolwear.



## **Polo Shirt**

White polo shirt or shirt with long or short sleeves



## **PE Kit**

Black shorts with no logo

Black jogging bottoms with no logo

Trainers or plimsolls with non marking soles - no logos

Green polo shirt with no logo



### **Coats & bags**

Outerwear including bags, coats and hats should not have offensive logos. This will be at the principal's discretion

Jewellery - stud earrings only in ears, piercings elsewhere on the body are not permitted.



## What You Need To Bring

You will need to bring the following items to school with you:

- Water bottle
- Snack for morning break
- Packed lunch (optional)
- Pencil case containing the following:
  - pencil
  - 2x black or blue pens
  - ruler
  - rubber
  - red pen
  - highlighter
  - glue stick

You will have a tray in your classroom where you can leave your pencil case if you do not want to take it home.

### Mobile phones

When you are at school it is important that you can focus on learning and developing your communication skills. To help you to do this we will not allow mobile phones on site.

We know that you may need access to your phone for your journey to and from school.

When you arrive at school you will hand your mobile phone to staff. It will be kept in a locked box and returned to you at the end of the day.

If you need to contact your parents or carers during the school day, we can arrange that through the school office.



## Over to You

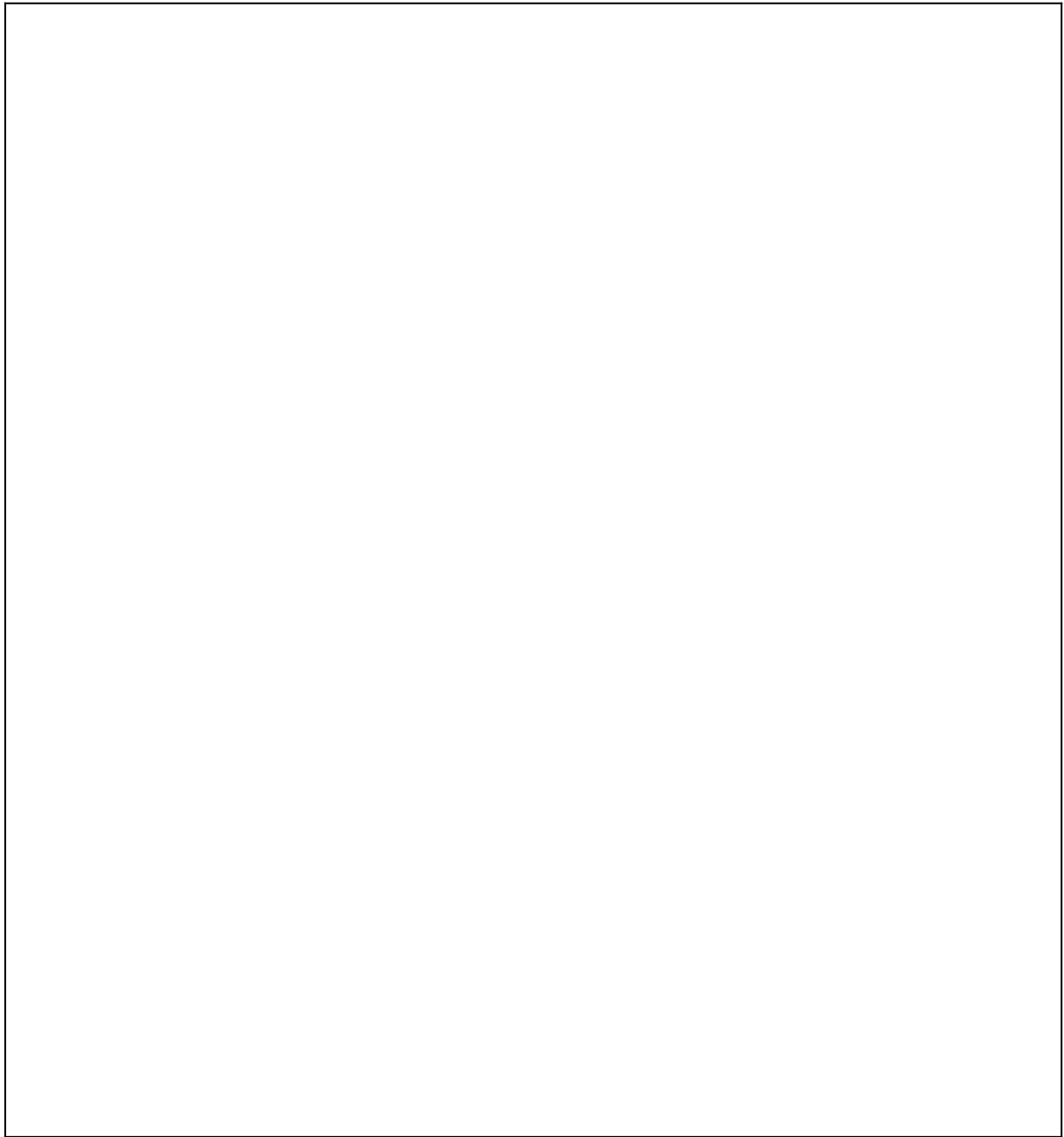
Make a note of your thoughts about Woodbridge Road Academy.

THINGS I NEED TO FIND OUT:

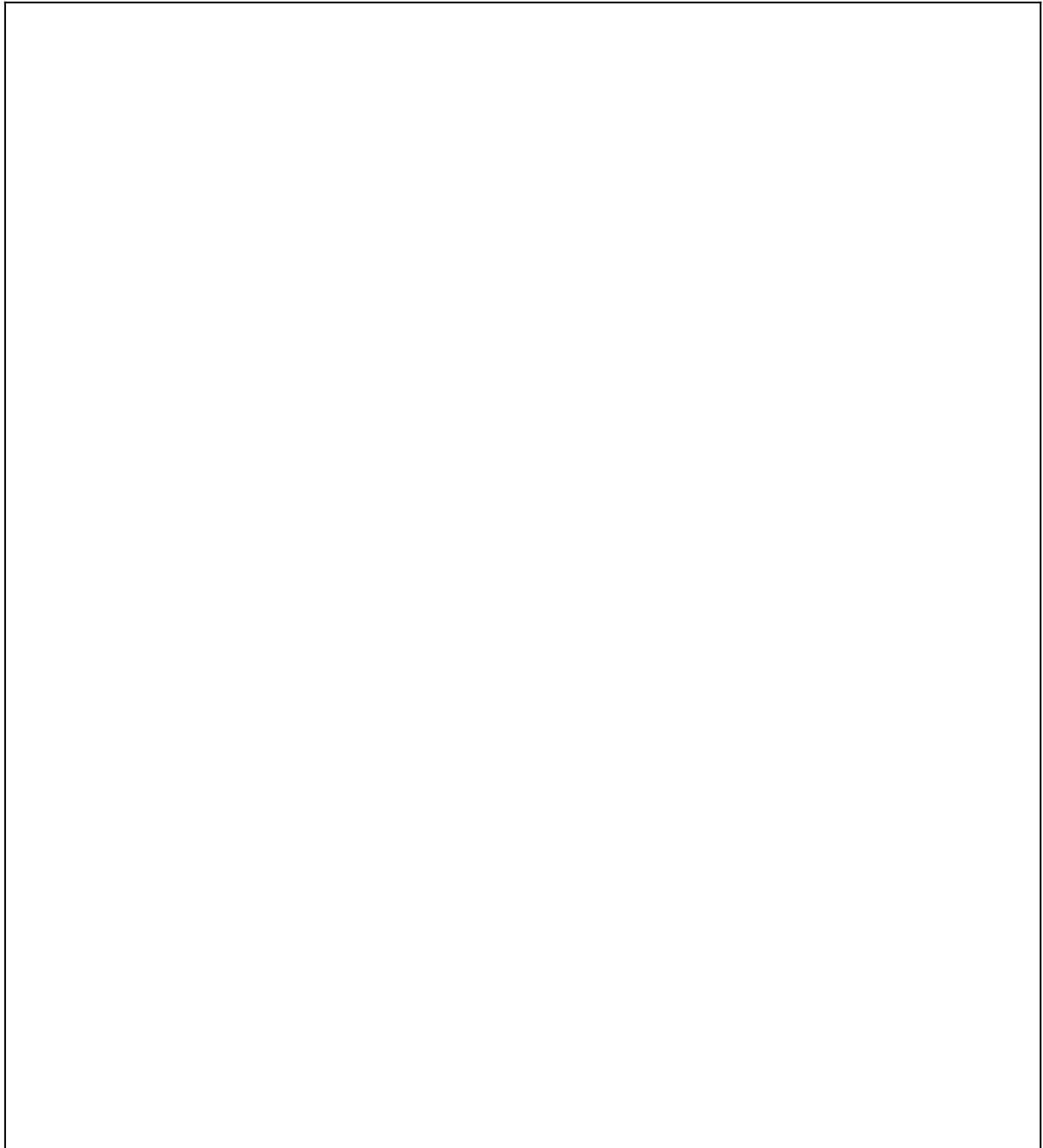




THINGS I WANT SCHOOL TO KNOW ABOUT ME:

A large, empty rectangular box with a thin black border, intended for a student to write their response to the prompt above.

THINGS THAT I AM LOOKING FORWARD TO:

A large, empty rectangular box with a thin black border, intended for a student to write down things they are looking forward to.