

Frequently Asked Questions

<p>Points of contact</p>	<p>King's Academy Ringmer Website www.kgaringmer.uk</p> <p>Main reception 01273 812220 Ringmer.reception@kingsacademies.uk</p> <p>Marketing, Transition and Admissions Manager jack.wood@kingsacademies.uk</p> <p>Head of Year 7 and Transition hannah.bailey@kingsacademies.uk</p> <p>SENCO dhena.malik@kingsacademies.uk</p>
<p>How many students are in each Year Group</p>	<p>The Academy has the following agreed admission numbers for the year 2024/2025:</p> <ul style="list-style-type: none"> a) 150 students in Year 7 b) 150 students in Year 8 c) 150 students in year 9 d) 130 students in Year 10 e) 110 students in Year 11
<p>How many students per class</p>	<p>It varies. In Key Stage Three some classes and tutor groups can be up to 31 however, there are smaller classes for core subjects and technology. When students choose their options at Key Stage 4, class sizes will reduce further.</p>
<p>What are the timings of the day?</p>	<p>At 8.43am, students line up for roll call. Students should be lined up and the register taken at 8.45am. Messages will be given from 8.45am, to ensure that all messages are heard by all students. Tutor groups make their way back to tutor rooms on hearing the second bell at 8.48am.</p> <p>08.45am to 9.20am - Tutor time 9.20am to 10.10am - Period 1 10.10am to 11.00am - Period 2 11.00am to 11.20am - Break 11.20am to 12.10pm - Period 3 12.10pm - 1.00pm - Period 4 1.00pm to 1.40pm - lunch 1.40pm to 2.30pm - Period 5</p>

	2.30pm to 3.20pm - Period 6
Google Classroom	Each class has its own Google classroom, which is managed by the classroom teacher. The Google classroom is mainly used to set independent learning tasks (homework), and all information for each task will be included on the Google classroom. The Google classroom is also used to put resources on by the teacher and is also used for coursework for subjects that require it. Parents and carers do not have access to the Google classroom pages, but will be sent a daily or weekly email notification of tasks that have been set and tasks that are missing/overdue.
EduLink	EduLink is a system that shows you important information regarding your child, including attendance, exams, behaviour and achievement and other information. You can access it by the website www.edulinkone.com and by downloading the app from the Apple/Play stores. Parents have their own login information that is emailed to them.
Mobile Phones	Mobile phones must be off and in bags from 8.40am to the end of the school day. This includes break and lunchtimes. If parents need to contact their child, they should call reception who will pass a message on. We advise parents to support this policy by not trying to contact their child via their mobile phone during the day. If there is an issue, we need to know and, in an emergency, can get to your child much quicker than you can.
Uniform	We are very proud of our uniform and how smartly our students wear it. We try to make it as economical as possible with the exceptions of branded items which can be purchased from Sussex Uniforms – https://www.sussexuniforms.co.uk/ Here is a link to our uniform policy on the website: https://www.kgaringmer.uk/attachments/download.asp?file=1401&type=pdf
Parents of new students with SEN	<ul style="list-style-type: none"> • Who do I contact if I want to discuss my child's progress? In the first instance, you can contact your child's tutor; they will collate all the information and reports and then contact you. If you want to discuss further about provision, then you can also contact the SENCO. • What extra support is available in class? King's Academy Ringer are fortunate to have 9 experienced Learning Support Assistants (LSAs). When students on the SEN register are identified, the LSAs are sent to their classes first to provide extra support. Our LSAs support students in core subjects and others which include a lot of reading and writing skills, such as History. • Is there a space for my child to go to if they get anxious? The school has a Learning Support Department (LS), where students can come and talk to staff, eat lunch or play board games. Break and Lunch times always have staff on duty, so we can check in on students. We also have a sensory room, which provides a space for students to have time out. • How will I know if you can meet my child's needs? When your child comes to this school, all their information from their Primary School is collated. The SENCO's in both schools communicate and work together to ensure all the relevant details are shared. With this information, a Pupil Passport is created which has information such as your child's needs, strategies to help them engage in lessons, their interests and

hobbies. The Pupil Passports are then shared with all the teachers so they can use this document to inform their planning, seating plans and differentiation in classes.

- **My child has difficulty with reading and writing, what support is available?**

The school has a Literacy Intervention programme, run by a specialist. If your child needs intervention, you will be contacted so that you are part of the process.

- **Will my child be taken out of lessons for intervention?**

We often run intervention programmes during tutor time. Some students have intervention during an MFL (Modern Foreign Language) lesson, however the intervention does not take away any opportunities to learn a different language.

- **I am in the middle of applying for an EHCP, do I have to start the process again?**

No, all the information and reports are carried over and Additional Needs Plans (ANP) are reviewed every term.

- **What can I do to help my child at home?**

Every child is different, therefore a wide range of strategies are available. Some suggestions include, helping your child with their homework, reading to them, encouraging them to read a book that they are interested in, and communicating with the school. We understand that your child may be highly anxious in a new setting; going through their timetable and listening to their worries may help alleviate some stress. More information can be requested.

Buses

If you think you may qualify for free transport parents/carers will need to contact the schools transport team at ESCC. Full information on how to apply for free transport and options can be found on <https://www.eastsussex.gov.uk/educationandlearning/schools/transport>

If you wish to buy a seat on a school coach that is run by ESCC it is important to note that spaces on the vacant seat scheme cannot be guaranteed and will only be allocated around the end of October. Information on the vacant seat service can be found at <https://www.eastsussex.gov.uk/educationandlearning/schools/transport/pay/requestseat/who-can-apply> We request that applications for vacant seats are not made until the end of the current academic year.

For information on public transport options please use the journey planner on the website: <http://www.travelinesoutheast.org.uk>. Information on travel discounts can be found at <https://www.c360.org.uk/blog/category/travel> and <http://3i-d.co.uk/>.

There is a good deal of information on their website

Which bus do I get?

Lewes 28

Hailsham/Polegate/Eastbourne 28 Regency route

Alfriston 125

Heathfield 29A/29B

	<p>Uckfield 29B</p> <p>Full details of bus routes can be found with local timetable information http://www.traveline.info</p>
ParentPay	<p>We operate a cashless system in the school for all visits, revision books, charity fundraising days, payment for these items are made via the ParentPay website, at the beginning of the year students are issued with a letter advising of the user name and password to set up your account with ParentPay. If you already have an account you will just click add a child to your current account. Full details will be included in the letter.</p> <p>http://www.parentpay.com/</p>
Catering	<p>We operate a cashless catering system where students get issued with a PIN code that they will use to purchase any food or drink from the dining room. Menus are put on the school website along with a tariff of all the items available. The menu changes several times during the year and we do Theme Days e.g., Bonfire, Christmas, Chinese New Year etc</p> <p>Payments for this are also made via the ParentPay account</p> <p>See link to our website catering page - https://www.kgaringmer.uk/page/?title=Catering&pid=52</p>
Free School Meals	<p>Students receiving free school meal entitlement will be indistinguishable from those paying for their meals. This hopefully will encourage more parents to apply for free school meals and support those Students who are reluctant to use their entitlement.</p> <p>If you think you might qualify for Free School Meals you should apply on line through East Sussex County Council via the link below</p> <p>Apply for free school meals online Our Electronic Checking Service might be able to confirm entitlement. If not, you'll need to show recent proof that you qualify. Meals cannot be given until eligibility is verified. Apply online if your child goes to school in East Sussex.</p> <p>Students entitled to free school meals may add further credits to their account by cheque or by using the Revaluation Machines. Please note that any daily free meals' credit not used will not be transferred.</p>
Lockers	<p>The school has a locker leasing arrangement whereby lockers are provided in every 'bubble' for students who wish to lease them. To provide the sum of money required to purchase the lockers and maintain them and yet not make the cost to parents too high, the charge for a locker is divided into two components:</p> <ol style="list-style-type: none"> 1. A refundable deposit of £10 is held against non-return of keys and also for non-return of books when a student leaves in Year 11, or damage to the locker through misuse. The deposit will only be refunded when a student leaves the school and has

been cleared through the school clearing system. Should a student leave before reaching school leaving age the leasing charge paid for complete unused years will also be refunded.

2. An annual leasing charge of £4.00 per year, payable in one sum at the start of the student's career at the school. Payments for lockers are also made via ParentPay