



Ark St Alban's  
Academy

## *Year 10 Handbook*

We are  
climbing  
the mountain  
to university.

*The most important year of  
education for each student. A year  
that will map a student's future.*

**Principal: Mr Mark Gregory**

Contact: Mrs Jayne Hooper, PA to the Principal, 0121 446 1311

**Vice Principal [Head of St Peter's School]: Mr Kiran Vithal**

Contact: Mrs Tracey Leach, PA to Head of School, 0121 446 1313

Email: [info@stalbansacademy.org](mailto:info@stalbansacademy.org)

*If .....*  
***The Spirit of our Academy***  
(You can do it)

If you think you are beaten, you are.  
If you think you dare not, you don't.  
If you'd like to win, but you think you can't,  
It's almost certain you won't.  
If you think you'll lose, you've lost.  
For out of the world we find  
Success begins with a person's will –  
It's all in the state of mind.  
If you think you're outclassed you are.  
You've got to think high to rise.  
You've got to be sure of yourself before  
You can ever win a prize.  
Life's battles don't always go  
To the stronger or faster man;  
But sooner or later the one who wins  
Is the one who THINKS he can.

ANONYMOUS

## Who can help at St Alban's Academy?

If there are any queries, please contact the staff below through reception.  
Reception : 0121 446 1300

### **WE ARE WORKING TOGETHER TO SUPPORT YOUR CHILD**

Vice Principal (KS4)	Mr K Vithal
Year 11 Academic Tutor	Mr J Holtom
Year 11 Pastoral Manager	Miss T Southall
SENCO	Mrs M Bonham
Head of English	Miss R Afzal
Head of Maths	Mrs S Charalambous
Head of Science	Ms V Kelly
Head of Technology	Mr M Higgins
Head of ICT	Ms J Slama
Head of RE	Mr A Greener
Head of Humanities	Mr A Reeves
Head of History	Mr A Reeves
Head of MFL	Miss L Ryan
Head of Art	Mrs E Moore
Head of PE	Mr M Hoban

### **Year 10 Form Tutors**

Mr Jahangir	10B1
Ms Anjum	10B2
Mr Robinson	10M3
Ms Ryan	10M4
Mr Harrold	10W5
Ms Afzal	10W6

## Key dates 2015 - 2016

Autumn term begins:	September 3 <sup>rd</sup> 2015
<i>Autumn half term:</i>	<i>October 26 – 30<sup>th</sup> 2015</i>
Autumn term ends:	December 18 <sup>th</sup> 2015
Spring term begins:	6 <sup>th</sup> January 2016
<i>Half term:</i>	<i>15 – 19<sup>th</sup> February 2016</i>
Spring term ends:	24 <sup>th</sup> March 2016
Summer term begins:	12 <sup>th</sup> April 2016
May Bank Holiday:	Monday 2 <sup>nd</sup> May 2016
<i>Half Term:</i>	<i>30<sup>th</sup> May – 3<sup>rd</sup> June 2016</i>
Summer term ends:	20 <sup>th</sup> July 2016

**GCSE season starts: May 2016**

Staff training days (academy closed to students) :  
1 – 2<sup>nd</sup> September 2015  
2 – 3<sup>rd</sup> November 2015  
4 – 5<sup>th</sup> January 2016  
11 – 12<sup>th</sup> February 2016  
11<sup>th</sup> April 2016  
24<sup>th</sup> June 2016

If there is any doubt concerning whether the academy is open (eg in the event of heavy snow) parents and students are reminded to check the academy website [www.arkstalbans.org](http://www.arkstalbans.org), Twitter: @ArkStAlbans or one of the local radio stations (Heart FM, BRMB, Radio WM).

## The Academy Day

**Supporting your child's learning:**

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07.45 Academy opens for students  
Breakfast club

**08.25 Lead Lesson**

08.55 – 09.55 Lesson 1

09.55 - 11.10 Lesson 2  
*(Including a break of 15min which will be taken at either 09.55 or 10.55 according to year group)*

11.10 – 11.30 House Time/Assembly

11.30 – 12.30 Lesson 3

12.30 – 14.00 Lesson 4  
*(Including a lunch break of 30mins which will be taken either at 12.30, 13.00 or 13.30 according to year group)*

14.00 – 15.00 Lesson 5

15.00 – 16.00 Lesson 6  
*(Including afternoon registration)*

**16.00 End of school**

16.10 – 17.00 Literacy catch up  
Coursework catch up  
Detention  
Homework club  
Library open  
Enrichment activities

Friday lessons finish at 14.00

## How parents can help

### Be on time and ready to learn

- It may sound obvious, but getting them **ready for the academy day is really important: the correct uniform, PE kit, books, pencil case etc**; making breakfast and (if required) a packed lunch. By dropping them off at the academy gates, if you can, you are showing that you place importance on their academy life. Your child will pick up on this. **Arrive no later than 08.25. Attendance has a significant effect on achievement: ensure your child attends 100% of the time.**

### Praise

- A little bit of praise from Mum or Dad can do **wonders for your child's motivation** to learn and do well at the academy. Keep an eye on the planners and assessment periods and check on your child's progress.
- It is important to **maintain your focus** on their schoolwork and other activities, and stay in touch with their teachers so any problems can be identified early on.
- Use this booklet to keep an eye on what the **class topic** is for the term.
- The same applies to **extended day clubs**. It is also worth making an effort to read our parent newsletters and, if you can, taking time-off for attending school events – concerts, parents evenings, information evenings and so on. They are all advertised in the newsletter.

### Reading Together

- One of the biggest contributions you can make to your child's **educational and personal** development is to read books with them regularly. Most children love bedtime stories, giving you the chance to point out words. Mr McInally, the academy librarian, can offer guidance as to good novels to choose.
- If your child is not confident then read to them and discuss the plot, characters, what might happen next etc. After a while, **encourage your child to read** passages and then alternate pages, so that you are both reading to each other.

### Independent Study, Homework & Student Planners

- Make a point of **helping with homework** and supervising it when they can manage alone
- This may mean no more than explaining things (internet research, for example), but can also involve testing them on spelling or their times tables. **Always check their planner: make this a daily routine.**
- Put a copy of their timetable for independent study/homework and check what they are doing

### Join the Parent's Group

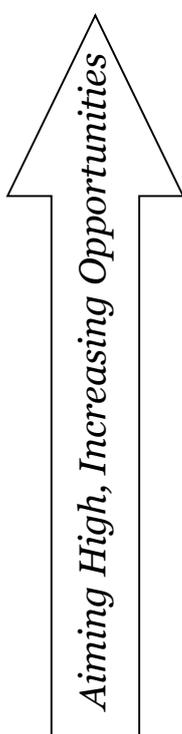
- Another option for **getting more involved** in your child's education is to join the academy's Parent Group which will give you a better understanding of how St Alban's works and gives you the chance to get to know other parents. You may even think about becoming an academy governor: vacancies come up throughout the year and are advertised in the Parent Newsletter. And, of course, attend Parents Meetings and other events to support your child's learning.

### Talk to your child: talking to you about their learning will help.

- Encourage your child to attend revision classes.
- Encourage your child to use a variety of appropriate revision methods and equipment eg highlighter pens, tape recordings, post-it notes. Discuss with them how these methods work, and help them choose the best one for their learning style.
- Buy one of the revision guides from school and discuss it with your child.
- Get your child to 'teach' you something, as research shows that while we learn only 10% of what we read, we learn 95% of what we teach to someone else.
- When your child is revising, encourage them to drink water and take regular breaks.

We learn only 10% of what we read **but we learn 95% of what we teach to someone else.**

## What do GCSE grades mean?

 <p>Aiming High, Increasing Opportunities</p>	<b>A*</b>	<b>Distinction level</b> Students at this level have highly developed skills in: <ul style="list-style-type: none"> <li>• Thinking critically</li> <li>• Research and analysis</li> <li>• Study techniques</li> <li>• Team working</li> </ul> <b>Outstanding</b> preparation for A level. <b>Excellent</b> preparation for university and degree level in the future. The top 5% nationally!
	<b>A</b>	<b>Excellent</b> preparation for A Level
	<b>B</b>	<b>Good</b> preparation for A level – minimum requirement for studying A level at Ark St Alban's Academy
	<b>C</b>	<ul style="list-style-type: none"> <li>• Good knowledge and understanding of a subject</li> <li>• Ability to perform a variety of tasks with some guidance and supervision</li> <li>• Appropriate for many job roles</li> <li>• Grades A* - C are at National Framework level 2</li> <li>• 5 A* - C with English and Maths will qualify a student for A level courses at college or level 3 course at Ark St Albans</li> <li>• Grey shaded areas covers the grades that are generally considered as 'pass grades' by employers</li> </ul>
	<b>D</b>	<ul style="list-style-type: none"> <li>• Basic knowledge and skills</li> <li>• Ability to apply learning with guidance or supervision</li> <li>• Grades D – G are at National Framework level 1</li> <li>• 4 'D grades' will qualify a student for vocational courses with a good reference from Ark St Alban's Academy at Btec Intermediate Level</li> </ul>
	<b>E</b>	An E, F or G grade is still a pass although a weak pass. Students at this level should find out what they are good at in terms of skills or talents and try to get onto a college course. It is highly recommended that the student finds a college where retaking English and Maths are options.  Find out where you went wrong before so you don't make the same mistakes again and can pass the GCSE.
	<b>F</b>	Grades at this level with a good reference from Ark St Alban's Academy will qualify a student for vocational courses at Btec Foundation Level (Level 1)
	<b>G</b>	
	<b>U</b>	Ungraded. No proven knowledge or ability. There may be entry level courses you could do at college with a good reference from Ark St Alban's Academy.
	<b>X</b>	Not present for the exam or part of the exam (e.g. key elements such as coursework are missing and, therefore, a mark could not be awarded. Students here need a GLOWING reference from Ark St Alban's Academy



## What you need to know about attendance and punctuality

Research has found out that students who attend school regularly and are on time have a **much higher chance of doing well** at the academy. So what is 'good' attendance?

**Would you be satisfied with your child attending the academy for 90% of the time?**

**What would this mean?**

That your child might miss the academy for:

1 day every two weeks – would that be ok?

*This is the same as half a day every week or 4 WHOLE WEEKS in an academy year!!*

What could this mean for your child?

Sometimes we miss school because we are ill, this can't be helped.

However it is very important that your child attends the academy as regularly as possible.

If your child is ill and/or unable to attend the academy:

- Contact Mrs Begg on each day of your child's non-attendance at the academy reception on 0121 446 1347
- Once your child is able to return to the academy ensure they have a note to explain the reason for absence. This is given to Mrs Begg. A phone call is not sufficient; we need to receive written confirmation of reason for absence;
- Absence without an explanation is regarded as unauthorised absence and is followed up by the attendance officer : expect a call home.

# Presenting work correctly

You write **C/W** here if it is classwork or **H/W** if it is homework and it is underlined

There is always a **title written in title case** and it is underlined

The **date** is written in the right hand corner and underlined

<u>C/W</u>		<u>10<sup>th</sup> September 2012</u>
	<u>Presentation Really Matters</u>	

Use a ruler to rule off your completed work

When you complete any work at the academy it is always important to **present it properly**. It makes your work look good and helps you to organise your exercise books: this is particularly helpful as it supports your revision before your exams.

**Exercise books/folders must not have graffiti/drawings on the cover.** Always follow the guidance above, underlining headings with a ruler. At St Alban's Academy we believe that **you should take pride in your work and always do your best.**

**Developing skills of organisation, drafting, refining and re-writing will benefit you** personally and speed up your learning progress. These skills will create a positive impression of you as a student. Make sure that you understand the learning objectives every lesson. **Your teacher will mark your work at least once every two weeks.** Read their comments carefully and act upon them. They will help you to reach the next level.

## Good learning habits

Your child will be given their timetable on the first day of term. It will be written into their planner. You will also receive a booklet showing when your child has homework for various subjects.

These are some tips to help ease your child into this routine:

- Make a copy of your child's timetable, keep it on display so that you and your child can refer to it;
- Encourage your child to check the timetable each evening to prepare for the next day. It is also a good idea to check the timetable at the weekend to plan ahead for equipment etc;
- Get your child a watch.

Your child will be using a greater range of books and equipment. Help your child organise their work space so they have access to a space on a table, good light and storage for books. Equip them with the tools they need for school and home for example:

**Pencils, pens, rubber, sharpener, crayons, felt pens, ruler, maths equipment (protractor, compass, set square and calculator), dictionary, sellotape, glue, paper, plastic wallets, folders).**

The Independent Learning Timetable for your child is a separate booklet. We regard independent learning (homework) as an essential part of the planned learning and are an important part of their development as an independent learner. To help your child prepare for any homework try some of these suggestions:

- Agree a routine for homework with your child. You might agree to start homework after a short break on return from school so that the evening is left free or you might agree the other activities/TV that will need to be planned around homework.
- Be available to help establish routines and to support but don't 'do it for them';
- Try to ensure that homework is done on the night to prevent build up!
- Look at the planner each week to check homework and messages and sign it; know how long your child should be spending on learning each night; take an interest in the comments.

# The Year 10 HANDBOOK

## GCSE ENGLISH LANGUAGE & LITERATURE

Exam board	AQA	LANGUAGE	LITERATURE
	Autumn 1	English Language Paper 2: Section B (Transactional Writing)	English Literature Paper 2: Section A (An Inspector calls)
	Autumn 2	English Language Paper 2: Section A (Non-Fiction and Literary Non-fiction)	English Literature Paper 2: Section A (Exploration of An Inspector calls)
	Spring 1	English Language Paper 1: Section B (Descriptive or narrative writing)	English Literature Paper 2: Section B (Anthology Poems)
	Spring 2	English Language Paper 1: Section A (Explorations in creative reading)	English Literature Paper 2: Section B (Unseen poetry)
	Summer 1	English Language Paper 2: Section A (Transactional Writing)	English Literature Paper 1: Section B (Macbeth)
	Summer 2	<p><b>Revision</b> English Language Paper 2: Section B (non-fiction and literary non-fiction)</p> <p><b>Revision</b> English Language Paper 1: Section A and B (Explorations in creative reading and writing)</p>	<p>English Literature Paper 1: Section B (Exploration of Macbeth)</p> <p><b>Revision</b> English Literature Paper 2: Section A and B (An Inspector Calls and poetry)</p>

GCSE MATHS

Exam board

EDEXCEL

**Year 10 Higher:**

**Autumn 1** - Properties of numbers including indices Decimals, four operations. Rounding and estimation Fractions, four operations Percentages Substitutions and formulae Simplifying algebraic expressions Expanding single and double brackets Factorising

**Autumn 2** - Solving equations including fractional Angles in polygons Bearing Ratio and proportion / speed distance time graphs Similar shapes

**Spring 1** - Presenting and processing data Averages from tables Area of rectilinear s Volume of prisms

**Spring 2** - Pythagoras including 3D Trigonometry and trigonometric ratios Using the sine and the cosine rules Circle theorems

**Summer 1** - Equation of a straight line Transformation Algebra: Changing the subject of a formula Quadratic equations Standard forms and surds

**Summer 2** - Construction and loci Probability Upper and lower bounds Simplifying algebraic fractions Solving equations containing fractions Vectors

**Year 10 Foundation:**

**Autumn 1** - Numbers properties including simple indices Decimals Rounding and estimation Fractions Percentages Ratio and proportion

**Autumn 2** - Forming algebraic expressions Substitution Simplifying and expanding Forming and solving equations Inequalities Linear sequences

**Spring 1** - Perimeter and area of rectilinear Area and circumference of a circle Surface area and volume of prisms

**Spring 2** - Angles in quadrilaterals Angles in polygons Bearing Construction

**Summer 1** - Pythagoras Collecting and processing data Scatter graphs Averages from tables Estimated mean

**Summer 2** - Probability Representing linear functions graphically Representing and solving inequalities Transformation

GCSE SCIENCE

Exam board

EDEXCEL

**GCSE separate Science (10.1, 10.2) - Edexcel GCSE biology**

Half Term 1: B2 The components of life Topic 1 –The building blocks of cells

Half Term 2: Topic 2-3 – Organisms and energy; Common systems

Half Term 3a: Controlled Assessment Unit

Half Term 3b: B3 Using biology Topic 1 - Control systems

Half Term 4: Topic 2-3 – Behavior; Biotechnology

Half Term 5: B1, B2, B3 revision

Half Term 6: B1, B2, B3 external examinations

**GCSE Additional Science (10.3, 10.4) - Edexcel GCSE additional SCIENCE**

Half Term 1: B2 The components of life Topic 1 –The building blocks of cells

Half Term 2: Topic 2-3 – Organisms and energy; Common Systems

Half Term 3: C2 Discovering Chemistry Topic 1-3 – Atomic structure and the periodic table; Ionic compounds and analysis; Covalent compounds and separating techniques

Half Term 4: Topic 4-6 – Groups in the periodic table; Chemical reactions; Quantitative chemistry

Half Term 5: P2 Physics for your future Topic 1-3 – Static and current electricity; Controlling and using electrical current; Motion and force

Half Term 6a: Topic 4-6 – Momentum, energy, work and power; Nuclear fission and fusion; Advantages and disadvantages of using radioactive materials

Half Term 6b: B2, C2, P2 Internal examinations and Controlled Assessment Unit

BTEC level 2 first award principles of applied science (10.5)

Half Term 1: Unit 2: Chemistry and Our Earth

Half Term 2: Unit 3 Energy and our Universe

Half Term 3: Unit 4 Biology and Our Environment

Half Term 4: Unit 1 Principles of Science

Half Term 5: Unit 1 Principles of Science (external examination)

Half Term 6: BTEC Level 2 First Award Application of Science



## GCSE ART & DESIGN

Exam board	OCR
	Half Term 1 – 6 Patterns in nature

## GCSE COMPUTING & ICT

Exam board	OCR & Edexcel
	<b>OCR Computing GCSE</b> Half Term 1: Activity 1 – python skills Half Term 2: Activity 2 - programming Half Term 3: Activity 2 – controlled assessment Half Term 4: Activity 3 – programming controlled assessment Half Term 5: Activity 4 – research investigation Half Term 6: Activity 4 – controlled assessment on research investigation  <b>Edexcel GCSE ICT</b> Half Term 1 – Activity 1, Survey, Logo and Web banner Half Term 2 – Activity 2, Modelling Half Term 3 – Activity 2, Modelling and Digital Advert Half Term 4 – Activity 3, Website Half Term 5 – Activity 4, Evaluation Half Term 6 – Activity 4, Final Stages

## GCSE GEOGRAPHY

Exam board	OCR

*Supporting your child's learning:*

Half Term 1: Economic Development (Theme 4)  
Half Term 2: Economic Development (Theme 4)  
Half Term 3: Natural Hazards (Theme 3)  
Half Term 4: Natural Hazards (Theme 3)  
Half Term 5: Controlled Assessment (25%)  
Half Term 6: Controlled Assessment (25%)

**GCSE PRODUCT DESIGN**

**Exam board**

AQA

Term 1: Students will be developing their technical/practical skills using a range of materials and components. Students will also be developing their graphic communication techniques, including the use of computer aided design.

Term 2: Students work through a range of focused practical tasks, developing knowledge and skills required to help them with their major coursework project and final written examination.

Term 3: Students start their major project choice, carrying out extensive research tasks into a chosen topic area. This coursework accounts for 60% of the total marks

**GCSE HISTORY**

**Exam board**

OCR

Half Term 1: The origins of the Cold War  
Half Term 2: The nature of the Cold War  
Half Term 3: War and the Transformation of Britain  
Half Term 4: War and the Transformation of Britain  
Half Term 5: Civil Rights in America  
Half Term 6: Civil Rights in America: Controlled Assessment Part A -

**GCSE SPANISH**

**Exam board**

AQA

Half Term 1: Tiempo Libre  
Half Term 2: Mi Barrio

Half Term 3: ¡A Clase!  
Half Term 4: ¡La Salud  
Half Term 5: El Mundo del Trabajo  
Half Term 6: Nuestro Planeta -

## GCSE MUSIC

### Exam board

AQA

Half Term 1: Introduction to GCSE music  
Half Term 2: In depth research into the blues  
Half Term 3: Starting your composition  
Half Term 4: In depth research into calypso  
Half Term 5: Rehearsing your solo performance  
Half Term 6: In depth research into musical theatre

## GCSE PE

### Exam board

EDEXCEL

Half Term 1:  
Boys – Table Tennis, Football, Badminton,  
Girls – Fitness, Football, Netball, GCSE - Climbing

Half Term 2:  
Boys – Fitness, Football, Table Tennis, Badminton, Girls – Trampolining,  
Table Tennis, Climbing, GCSE – Badminton, Weight Training

Half Term 3:  
Boys – Football, Fitness, Climbing,  
Girls - Fitness, Basketball, Table Tennis, GCSE – Basketball, Table Tennis

Half Term 4:  
Boys – Basketball, Football, Table Tennis,  
Girls – Climbing, Fitness, Badminton, GCSE – Football, Circuit Training

Half Term 5:  
Boys – Badminton, Softball, Fitness,  
Girls – Rounders, Trampolining, Climbing, GCSE – Rounders, Badminton

Half Term 6:  
Boys – Badminton, Softball, Fitness,  
Girls – Rounders, Table Tennis, Fitness, GCSE – Climbing

GCSE RE

Exam board

AQA

Half Term 1: Islam – Beliefs and values

Half Term 2: Christianity – Believing in God

Half Term 3: Islam – Community and tradition

Half Term 4: Christianity – Matters of life and death

Half Term 5: Islam – Worship and celebration

Half Term 6: Christianity – Marriage and the family