



WELCOME TO YOUR FUTURE





**AIMING FOR
EXCELLENCE
IN ALL THAT
WE DO.**



Dear Parents & Carers,

We are delighted that your child will be joining our Academy and look forward to ensuring that they reach their full potential with us at Sir Christopher Hatton. As parents ourselves we understand that a change of school can be a worrying time so it is our aim to ensure that you and your child have all the information that you need in advance of their start date.

This booklet forms part of our comprehensive and bespoke introduction, and contains Academy information that should help you along the way.

Your child will receive a timetable on their first day at the Academy and will be greeted by a member of staff at the main gate who will assist them with settling in.

We hope that this welcome booklet provides lots of useful information to help you prepare for your child's start at Sir Christopher Hatton Academy.

If you have any further questions or queries, please contact us at [**info@hattonacademy.org.uk**](mailto:info@hattonacademy.org.uk).

Yours sincerely,



Mr Mitchell
Co-Principal



Mr Salisbury
Co-Principal



Hatton Baccalaureate

At Sir Christopher Hatton we believe that all our students should be motivated and challenged in their pursuit of excellence. The Hatton Baccalaureate (HBacc) has been designed to challenge and inspire students to develop their character education alongside their academic learning.

After receiving the HBacc Record of Achievement booklet, students are able to record a wide variety of activities that count towards our five core values of: **Excellence**, **Aspiration**, **Achievement**, **Inspiration** and **Community**. Each core value is awarded at four different levels: Bronze, Silver, Gold and Platinum. Students get their activities signed by their form tutor to earn HBacc badges which are awarded at our celebration assemblies throughout the year. These count towards their final grade which students will receive at the HBacc Graduation Ceremony at the end of the programme.





Aiming for Excellence



At Sir Christopher Hatton
Academy we...



Attend Lessons, On Time



**Respect
Others**

**Never
Litter**



Keep Electronics Away

Are always...



&



**Dressed... Ready...
for EXCELLENCE**



**Are
Upstanders,
not
Bystanders**



Always Take Responsibility

...ACHIEVE EXCELLENCE

Excellence

Aspiration

Achievement

Inspiration

Community



Times of the School Day

Monday, Tuesday, Wednesday & Friday		Thursday	
Period 1	08:30 – 09:00	Period 1	08:30 – 09:30
Period 2	09:00 – 10:00	Period 2	09:30 – 10:25
Period 3	10:00 – 11:00	Break	10:25 – 10:45
Break	11:00 – 11:20	Period 3	10:45 – 11:40
Period 4	11:20 – 12:20	Period 4	11:40 – 12:35
Lunch	12:20 – 13:00	Lunch	12:35 – 13:15
Period 5	13:00 – 14:00	Period 5	13:15 – 14:10
Period 6	14:00 – 15:00	Period 6	14:10 – 15:00

Attendance Expectations

Students are expected to achieve a minimum of 96.5% attendance during the academic year. This allows students to excel with their personal development as well as reach their academic potential.

If your child will be absent from the Academy, please inform us by calling the absence line (**01933 231282**) before 8:25am on each day of the period of absence.

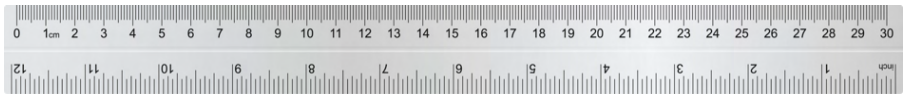
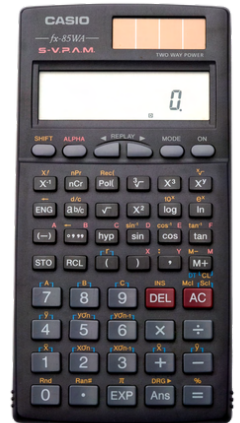
We always recommend that all medical appointments are made outside of school hours to avoid disruption to learning. However, where this is not possible, please ensure that a copy of the medical appointment letter is provided to our Attendance Officer (**Mrs Nicholls - nichollsn1@hattonacademy.org.uk**) prior to the appointment. Your child will need to sign out at Student Reception before leaving Academy site.



Equipment Expectations

You will need:

- Pencil
- Black Pen
- Red Pen
- Pencil Case
- Ruler
- Scientific Calculator
- DEAR Book



WHY?

Being Ready for Excellence is vital at Sir Christopher Hatton Academy. We are supporting you in being prepared for later life and ensuring that you can be an exceptional learner, with all of the correct equipment and ready for whatever you might need to do in the school day.



Academy Uniform

We are proud of our students, their behaviour and appearance, and they are a credit to the community both in and out of the Academy. To ensure that our standards are maintained we have a strict uniform policy and ask that students are always 'Dressed for Excellence'.

Our uniform supplier **The Uniform Shop, Wellingborough** allows for online, in store, or telephone orders, which can be collected directly from the shop, or delivered to home or school. More information about our uniform and how to order can be found via our website **[School Uniform - Sir Christopher Hatton Academy](#)**.

Shop details and opening times:

The Uniform Shop,
8 Olympic Way,
Wellingborough,
NN8 3QE

Opening hours:

- Sunday and Monday: Closed
- Tuesday, Wednesday and Friday: 9am – 5pm
- Thursday: 10am – 7pm
- Saturday: 9am – 2pm



Website: **<https://www.uniformshopwellingborough.co.uk/collections/sir-christopher-hatton-academy>**

Telephone: 01933 426433

The Academy uniform comprises of:

Available from The Uniform Shop Wellingborough

- Academy blazer with embroidered academy crest
- Academy clip-on tie with house colour and academy crest *
- Black academy jumper (optional)

* Your child's house and house colours will be shared with you closer to the transition days.



Academy Uniform

Purchased Independently outside of the Academy

- Plain white shirt with stiff collar buttoned to the neck.
- Black tailored skirt – skater skirts, denim, lycra or similar stretchy material are not permitted. All skirts worn must be knee length.
- Black smart and tailored straight leg trousers – flared, denim, lycra or similar stretchy material are not permitted. Leggings, jeggings, jeans, chinos and culottes are not permitted.
- Plain black socks or plain black tights (below the knee) – socks with visible logos or decoration are not permitted.
- Water/weatherproof outdoor coat – one colour with minimal branding. Suede, denim or leather jackets, hoodies, tracksuit tops and sports jumpers are not permitted.
- Formal black polish-able shoes or ankle boots. If students choose to wear boots, they may not extend above the ankle and must not have steel toe-caps. Suede, canvas and other non-polish-able material shoes and boots are not permitted.

Please note: Shirts must be tucked in at all times. Uniform must adhere to the above specifications.

BE DRESSED FOR EXCELLENCE



Blazer and Tie

These are both core parts of our academy uniform. Your blazer and tie should be worn at all times once you enter the academy gates. No excuses.



Trousers and Shirts

Students must wear a white shirt with a stiff collar buttoned to the neck. Black tailored full length trousers should also be worn and the shirt should always be tucked in. Skirts can be worn but they must be knee length.



Footwear

Shoes must be black and polishable. Trainers are not permitted under any circumstances. Students wearing trainers will be asked to change into plimsoles. Students should wear black socks or black tights.

WHY?

Being well dressed is important in life. It is all part of building your first impression and making sure this is positive. Think forward to your future and job interviews and what you want your potential employer to think about you.



Academy

P.E. Uniform

Available from The Uniform Shop

- Blue polo shirt with emblem
- Black shorts with emblem (optional)
- Black socks with emblem (optional)
- Black tracksuit bottoms (optional)
- Black sports fleece with emblem (optional)
- Black sports leggings with emblem (optional)

Purchased from any shop/supermarket

- Trainers or appropriate footwear such as football boots. Students are not permitted to wear pumps or canvas style shoes.
- Plain black shorts, or plain black leggings to wear under plain black shorts.



We strongly recommend that uniform orders are placed by the end of July, please refer to The Uniform Shop website for latest delivery times.

If you have any difficulties using this service, please get in touch with us via email at admissions@hattonacademy.org.uk.

Please note: any items of uniform that are not permitted (including additional items of jewellery) will be confiscated and held at main reception for parents/carers to collect. Instances of refusal will be dealt with in line with the Academy's Behaviour for Life Policy.

Jewellery

• Students may wear two small studs per ear, one necklace worn under their shirt collar, one stud in their nose, one bracelet and one watch. Students are not permitted to wear hoop earrings of any size. All items of jewellery during P.E, Dance and Sport-related Enrichment lessons must be removed.

Hair and Make up

- Make-up may be worn; however, it should be kept to a minimum and the effect created must be as natural as possible. Hair must be cut in a formal style and, if coloured, only natural colours should be used. No tramlines or patterns should be shaved into hair or eyebrows.
- Nails must be kept to a reasonable length to allow effective and safe participation in PE and practical subjects. False, acrylic and extended nails are not permitted. Students who arrive wearing false, acrylic or extended nails will spend the day in Reset.

Please refer to the [Uniform Policy](#) on our school website for further guidance.



Hatton Diner

CASHLESS CATERING SYSTEM

At Sir Christopher Hatton, we operate a fully cashless catering service, effectively reducing the necessity for students to carry cash while attending school. You will receive invitations to join our online payment system, along with a username and password for adding funds to your child's school meal account. Additionally, students will be able to make convenient purchases at Hatton Diner, using a biometric finger print system, or via a pin code.

BREAKFAST SERVICE

Start the day off right with our selection of breakfast options designed to promote health and vitality. Choose from a variety of items including porridge, egg muffins, buttery croissants, creamy yogurt, and an assortment of fresh fruits available daily from 7:45 am.

LUNCH SERVICE

Students have the opportunity to select from a diverse array of freshly prepared options, encompassing cooked meals, sandwiches, pasta, and jacket potatoes with an assortment of fillings. Additionally, we offer on-the-go meals, nutritious snacks, beverages, desserts, and fruit, providing a balanced selection to suit every student's tastes.

FREE SCHOOL MEALS

Students eligible for free school meals will receive a daily allowance of £2.60 (current government rate), credited to their account for use at Hatton Diner. Please note that any unused allowance cannot be carried over to the next day, however additional funds can be added to the account as required.

For your convenience, Full Menus and price lists are accessible on the Academy website at

www.hattonacademy.org.uk.

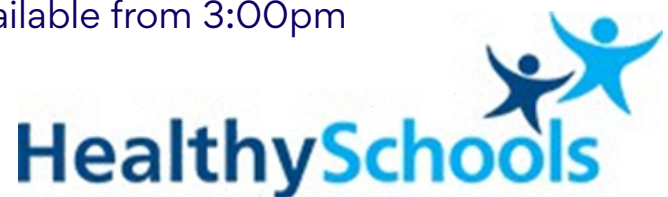
Should you wish to discuss your child's dietary needs or preferences, please feel free to contact **Zoe Walker** (Catering Manager) on **01933 231265**, or email WalkerZ@hattonacademiestrust.org.uk

BREAK SERVICE

We understand the importance of refuelling during break times. That's why we offer a diverse range of options to recharge, including sandwiches, rolls, paninis, sausage rolls, fresh fruit, biscuits, and beverages.

AFTER SCHOOL SERVICE

Students can discover an array of choices ranging from hot and cold beverages to healthy snacks and sandwiches. Our menu also features seasonal delights like ice cream, ice lollies, and indulgent hot chocolate. Available from 3:00pm





Term Dates

Academic Year 2026-2027

Term 1	Teacher Training Day	Tuesday 1 September 2026
	Teacher Training Day	Wednesday 2 September 2026
	Academy Re-opens	Thursday 3 September 2026
	Academy Closes	Friday 23 October 2026
Term 2	Academy Re-opens	Monday 2 November 2026
	Academy Closes	Friday 18 December 2026
Term 3	Teacher Training Day	Monday 4 January 2027
	Academy Re-opens	Tuesday 5 January 2027
	Academy Closes	Friday 12 February 2027
Term 4	Academy Re-opens	Monday 22 February 2027
	Academy Closes	Thursday 25 March 2027
Term 5	Teacher Training Day	Monday 12 April 2027
	Academy Re-opens	Tuesday 13 April 2027
	Academy Closed (Bank Holiday Monday)	Monday 3 May 2027
	Academy Closes	Friday 28 May 2027
Term 6	Academy Re-opens	Monday 7 June 2027
	Academy Closes	Tuesday 20 July 2027
	Teacher Training Day	Wednesday 21 July 2027



Key Contacts



Mr Mitchell
Co-Principal



Mr Salisbury
Co-Principal

To get in touch with our Co-Principals, email [**head@hattonacademy.org.uk**](mailto:head@hattonacademy.org.uk).

If you have any pastoral or safeguarding queries, please get in touch with:



Mr Shackleton
Vice Principal -
Senior
Designated
Safeguarding
Lead



Mrs Dave
Vice
Principal



Mrs Dun
SENDCO



**Mrs
Murphy**
Assistant
SENDCO

To contact us with any question, no matter how big or small, please email our dedicated admissions team: [**info@hattonacademy.org.uk**](mailto:info@hattonacademy.org.uk).



Frequently Asked Questions

Q What time does the Academy day start and finish?

The bell rings at 8:30am by which time students should be in their form room. The day ends at 3pm.

Q What happens if my child is late to school?

Students must go to the Student Reception to sign in if they arrive after 8:30am. These students will be given a lunchtime responsibility detention which will take place on the same day that they are late. The detention will finish in time for students to eat lunch and use toilets. Parents/carers will be informed of this via automated contact. For any genuine reasons for lateness, please contact our Main Reception on 01933 226077.

Q What should I do if my child is unwell and will not be coming to school?

You should call the Attendance Officer on 01933 231282 to notify us of the reason for your child's absence. This call needs to be made on every day of the period of absence.

Q What should I do if my child needs to leave school for a medical appointment?

We would recommend that all medical appointments are made outside of school hours. However, where this isn't possible please send in a signed parental/carer note and the medical appointment letter for your child to present to our Attendance Officer before the appointment. This can also be sent to our Attendance Officer: Mrs Nicholls (nichollsn1@hattonacademy.org.uk) via email. Your child will need to sign out at Student Reception before they leave.

Q What happens if we want to take a holiday during term time?

Please contact our Attendance Officer with dates and details of the holiday. This ensures that the Academy is aware that your child is safe during this time. Please note: The Academy is required to mark the absence as 'unauthorised' and report the period of absence to the Local Authority. Penalties may be issued by the Local Authority as a result.





Frequently Asked Questions

Q What happens if my child is injured or becomes unwell at school?

If your child is injured they will be sent to the nearest first aider with either a member of staff or with another student. If the injury is serious parents/carers will be contacted. An accident form is always generated regardless of the nature of the injury and with head injuries an email is sent home. If your child becomes unwell at school, we will contact you to collect your child.

Q Where can I meet my child after school?

You will be able to meet your child outside the main Academy gates. Parents/carers are not permitted to pick up and drop off students, outside the main gate or come onto the school site. Please note no turning is permitted on the Academy drive. Please park responsibly and avoid private driveways.

Q What options does my child have for lunch?

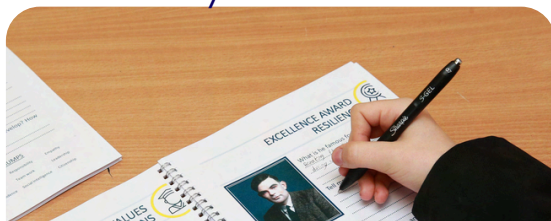
Students are able to order lunch from the Hatton Diner using our cashless catering system. The Hatton Diner offers a range of hot and cold meal options. Students are also able to bring a packed lunch with them. Students in Years 7 – 11 are not permitted to leave the Academy site at break or lunch time.

Q What equipment does my child need for school?

All students are required to bring a minimum of a black or blue pen, a red pen, a pencil, a ruler (minimum 15cm in length), and a scientific calculator. These items must be placed in a pencil case. Students in Years 7 – 9 are also required to bring in a DEAR book (reading book). This may be loaned from the Academy's Library.

Q What happens if my child has forgotten an item of their uniform?

Your child should report to the Student Reception upon arrival where they will be issued with a loaned item of uniform for the day in return for a personal item e.g. keys, mobile phone or parents/carers may be contacted to bring the appropriate items into the Academy. If your child does not wear the correct footwear they will be required to wear loaned footwear. Your child's footwear will be held in Reception for them to collect when they return the footwear at the end of the day.





Frequently Asked Questions

Q What does my child put their bag and belongings at school?

In most lessons, coats are placed on the back of chairs and bags are placed under their desk.

In Science and D&T lessons, all items are placed in designated areas to ensure safety when working. During PE lessons, all items are left in changing rooms during the lesson. The changing rooms are locked during these times.

Q What about valuable items?

All valuable items are the owner's responsibility and are bought in at their own risk. We strongly recommend that your child does not bring any valuable items to the Academy.

Q What happens when my child has PE?

Your child should arrive in their school uniform on PE days and bring their PE kit with them to change into for their PE lesson. Showers are not available at the Academy. Your child can bring in a stick or roll on deodorant if required, sprays/aerosols are not permitted.

Q Who can I speak to if I need support for my child or myself?

Your child's form tutor will be your first point of contact and will be able to provide you with or direct you to support. For subject related concerns, please contact your child's class teacher or the Head of Department. For pastoral concerns, please contact your child's Head of Year. For welfare concerns, please contact the Safeguarding Team.

Q Who do I contact if my child tells me that they are being bullied?

Please contact your child's Head of Year to report your concerns. Your child may then be supported by the Anti-Bullying lead, their trusted adult or our trained student Anti-Bullying Ambassadors.

Q Is my child allowed to bring a mobile phone to school?

Use of all electronic devices, including mobile phones and headphones, is prohibited for students in Years 7-11 whilst on the Academy site. All devices must be switched off and stored in students' bags before entering the Academy grounds and must remain there until students have left the site. We operate a 'seen, heard or not stored' policy from gate to gate. Any device that is seen, heard or not stored appropriately will be confiscated by a member of staff and taken to Student Reception for collection at the end of the Academy day.

Please refer to the [Mobile Phone Policy](#) on our website for further guidance.