



THE GEN. W. SIKORSKI POLISH SUPPLEMENTARY ACADEMY
POLSKA AKADEMIA UZUPEŁNIAJĄCA IM. GEN. W. SIKORSKIEGO



STATUTE

GENERAL WŁADYSŁAW SIKORSKI POLISH SUPPLEMENTARY ACADEMY IN ROCHDALE

approved by the Resolution of the Academy Board on 05.01.2026.

§ 1. GENERAL PROVISIONS

- 1) The Academy is called: **POLISH SUPPLEMENTARY ACADEMY NAMED AFTER GEN. WŁADYSŁAW SIKORSKI IN ROCHDALE**, HEREINAFTER REFERRED TO AS THE "Academy".
- 2) The Academy operates from the Polish Catholic Centre in Rochdale.
- 3) Current registered office address: 288 Milnrow Road, OL16 5BQ, Rochdale.
- 4) The Academy consists of: a. Early school group, b. School group – primary, c. School group – medium.
- 5) Attendance at the Academy is voluntary.
- 6) The Academy's activities are based on the social work of its members. The Academy may employ teachers, assistants or volunteers to conduct its affairs.
- 7) The Academy can collaborate with public institutions and associations in Poland and the UK.
- 8) The basic legal act in force at the Academy is this Statute. The provisions of the statute and decisions made in connection with the activities of the Academy are in accordance with the law in force in Poland and Great Britain.

§ 2. GOALS AND TASKS OF THE ACADEMY

In every form of its activity, the Academy is guided primarily by the good of the student.

- 1) The Academy pursues its objectives through: a. education in Polish for children and young people attending the early school, primary, or secondary group; b. teaching in Polish the following subjects: history and geography of Poland and the Polish language, c. promotion of Polish culture and tradition, d. organisation of additional activities for students, in particular taking into account their needs, e.g., cooperation with parents (legal guardians) in the field of teaching and upbringing.
- 2) The academy's curriculum is inspired by the Waldorf method.

§ 3. BODIES OF THE ACADEMY

- 1) The Statute of the Academy defines the detailed competences of the Academy's bodies, which are:
 - a. the Director of the Academy for Education, hereinafter referred to as the "Director", and the Director of the Academy for Administrative and Legal Affairs, hereinafter referred to as the
 - b. the Pedagogical Council,
 - c. the Parents' Council, and d. the Management Board of the Academy.
- 2) The rules of cooperation between the bodies of the Academy are specified in further provisions of this Statute.

§ 4. COMPETENCES OF THE ACADEMY BODIES

- 1) Competences of the Director of Education and the Director of Administrative and Legal Affairs:
 - a. Headteachers act in concert to make decisions within their competence,
 - b. Headteachers replace each other in case of absence; if both are absent, they appoint a substitute from the Pedagogical Team,
 - c. The tasks of the Academy Directors include, in particular:



Phone: +44 7784 956586 | +44 7892 686728 |

Email: contact@sikorskiacademy.co.uk | Website: www.sikorskiacademy.co.uk

Operation Address: 365 Manchester Road, Rochdale, OL11 4LX|

Correspondence Address: 288 Milnrow Road, Rochdale, OL16 5BQ



- c. planning, directing and monitoring the work of the Academy,
- d. representing the Academy externally,
- e. planning and implementing the Academy's budget,
- f. supervising the work of the teaching staff and ensuring the proper selection of teachers,
- g. ensuring safety on the premises of the Academy,
- h. providing appropriate teaching resources and equipment for the Academy within the financial resources available,
- i. establishing, observing and enforcing the regulations contained in the Academy Regulations and detailed procedures,
- j. presenting the financial position through reports.

2) Pedagogical Council:

All teachers employed in the Academy form the Pedagogical Council, b. The Director of Education is the Chairman, c. The basic duty of the members of the Pedagogical Council is the implementation of the didactic and educational programme of the Academy. The Pedagogical Council:

- a. determines the curriculum to be implemented in a given school year,
- b. sets the rules and criteria for descriptively assessing pupils,
- c. organises school celebrations in accordance with the celebration of national and religious holidays in Poland,
- d. helps establish a plan to purchase teaching aids and equipment for the Academy.

3) Parents' Council:

The Parents' Council consists of parents and legal guardians of children attending the Academy, b. The Chairman is elected from among the members of the Parents' Council, c. The Parents' Council:

- a. cooperates with the directors of the Academy and the Pedagogical Council through the Chairman,
- b. establishes a plan of action and cooperation for the current school year,
- c. supports the Academy's activities.

4) The Management Board of the Academy:

The Management Board of the Academy consists of: the Chairman of the Board, two members, the Directors of the Academy, the Chairman of the Pedagogical Council, the Chairman of the Parents' Council and the Minutes Keeper. b. The Management Board is responsible for:

- a. close cooperation with the directors of the Academy,
- b. coordinating the work of all bodies of the Academy,
- c. supporting the Academy's activities in every area of its activity,
- d. cooperation with the parish of Our Lady of Czestochowa, of which the Academy is an inseparable part.

§ 5. ORGANIZATION OF THE ACADEMY

- 1) The Academy's basic organisational unit is the school group.
- 2) The number of students per group does not exceed 10-15.
- 3) Groups can be created based on the capacity of the premises and staff.
- 4) The Academy organises extracurricular activities whenever possible.

§ 6. ORGANIZATION OF CLASSES

- 1) Classes are held according to the school year's established and approved calendar.
- 2) Lessons take place on Saturdays from 9:00 a.m. to 12:30 p.m.
- 3) The Academy organises religion lessons on designated Saturdays.

- 4) The duration of individual classes is determined by the teacher in charge while maintaining the lesson's overall duration.
- 5) The teacher is responsible for the organisation and implementation of the curriculum.
- 6) A twenty-minute breakfast break is introduced during classes.

§ 7. TEACHERS

- 1) Teachers conducting classes in a given group form a team whose task is, among other things, to establish a set of curricula for the group and modify it as needed.
- 2) The Director of Education may create educational teams, subject teams or other problem-based teams. The team's work is managed by a chairperson appointed by the director at the team's request.
- 3) The duties of the teacher include: a) organisation of lessons, b) development and implementation of the curriculum applicable to a given group, c) selection of teaching methods and teaching aids, d. participation in the preparation of the academy and celebrations in accordance with the Academy's calendar, e. keeping a class diary, f. contact with parents, g. conducting instruction on how to behave during a fire alarm, h. maintaining order in the classroom, I. participation in meetings and pedagogical councils, j. improving and updating one's knowledge and pedagogical skills.

§ 8. GROUP ORGANISATION

- 1) A teacher-educator looks after the group.
- 2) The educator's work is adapted to the students' ages, needs, and the Academy's environmental conditions.

§ 9. ADDITIONAL FUNCTIONS

- 1) A person selected by the Management Board is responsible for the accounting and finances of the Academy.
- 2) An additional workstation has been created in the Academy to manage the secretariat, handle administrative matters, and record Board meetings.

§ 10. RECRUITMENT

- 1) The Directors or a person nominated by the Academy Board are responsible for recruitment.
- 2) The parent/legal guardian undertakes to provide a completed and signed "Registration Form" by the day of the start of the child's first class. The form is available at the Academy.
- 3) Binding documents are the "Attachments" to the Registration Form/Agreement and must be signed by parents/guardians.
- 4) Enrolling a child in school entails simultaneously accepting the current instructional and educational program and familiarising oneself with the Academy Regulations.
- 5) Enrolment takes place during the last three weeks of the school year and in the first two weeks of the new school year, unless the Headteacher decides otherwise. Admissions are held on a first-come, first-served basis; priority is given to children continuing their education at the Academy and their siblings.
- 6) If there is no place, the child is placed on the reserve list.
- 7) The Academy accepts students from age 4 (i.e., children who turn 4 in a given year).
- 8) The Academy creates conditions of stay that provide pupils: a. safety, b. protection against violence, c. equal opportunities in access to classes, d. individual approach.

§ 11. RIGHTS AND OBLIGATIONS OF PUPILS

- 1) All children aged 4 and older can be students at the Academy, regardless of gender, race, or political or religious beliefs.

- 2) A pupil has the right to: a. a properly organised educational process, b. educational care and conditions of stay ensuring safety, c. friendly treatment, d. fair, objective and open assessment, e. participation in additional activities and trips organised by the Academy.
- 3) The student is obliged to: a. comply with the Academy Regulations, b. treat all members of the Academy with respect, c. maintain cleanliness and take care of the Academy's property, d. present himself on time for classes, e. systematic and active participation in classes, f. participate in the life of the Academy (academies and roll-calls organised by the Academy).
- 4) A student is not allowed to: a. arbitrarily leave the Academy premises during classes, b. use physical and verbal violence against other people in the Academy, c. eat meals during lessons, d. Bring cigarettes, alcohol or other stimulants to the Academy or be under the influence of them; Violation of this paragraph threatens immediate expulsion.
- 5) If the rules are violated, the student will be reprimanded verbally. In the event of a repeated violation, the Director of Administrative and Legal Affairs may issue a written reprimand to the parents. Finally, by a resolution of the Pedagogical Council, the student may be expelled.

§ 12. RIGHTS AND OBLIGATIONS OF PARENTS

Parents/legal guardians are obliged to:

- 1) Regular and punctual attendance of the child in classes.
- 2) Responsibility for the child's safety until the beginning of the first lesson and after the end of the last lesson.
- 3) Supporting the child and participating in meetings.
- 4) Help in organising celebrations and extracurricular activities.
- 5) Justify the child's absences and lateness in writing or by telephone.
- 6) Compliance with the Regulations and the Statute of the Academy.
- 7) Timely payment of fees; In the event of financial problems, parents must inform the headteacher in writing and indicate the payment date.
- 8) Repair at your own expense for damage caused by the child.

§ 13

Seals, documentation, dissolution of the Academy and changes to the statute remain unchanged, with corrected punctuation and minor typos.

§ 14.

- 1) The Academy shall keep and store documentation concerning its activities.
- 2) The financial management is conducted in accordance with the provisions of British law.

§ 15.

- 1) The Management Board adopts a resolution on the dissolution of the Academy.
- 2) The Academy's property will be transferred to a selected institution that conducts educational activities for the sake of cultivating Polishness.

§ 16.

- 1) Any changes to the statutes may be made by the Directors of the Academy, after prior consultation with its bodies, and finally approved by the Management Board of the Academy.
- 2) The date of adoption of the resolution of the Management Board is also the date of validity of the Articles of Association, unless the resolution provides otherwise.

§ 17. DATE AND APPROVAL

05.01.2026 Edyta Stefańska
Director of Administrative and Legal Affairs

05.01.2026 Arkadiusz Domin

05.01.2026 Agata Majchrowski
