

Larkhall Academy Parent/Carer Guide



Table of Contents

School Ethos	3
Getting Started	4
School Day	4
School Uniform	5
Equipment.....	6
Attendance.....	7
Additional Information.....	8
Consent Forms	8
Young Scot Card.....	8
Free School Meals.....	8
Hampers.....	8
School Transport.....	9
Mental Health.....	9
Cost of the School Day.....	9
Support for Pupils.....	10
Role of Pupil Support.....	10
Role of Support for Learning.....	10
Role of Support for Learning.....	11
Key Contacts.....	11

School Ethos

Kindness
Togetherness
Resilience

At Larkhall Academy we pride ourselves on our positive ethos. This is created by: the atmosphere in the school; the working relationships between pupils, staff, families and the wider community; the positive learning environment in classrooms and the sense of belonging that all of this generates.

Larkhall Academy is wholly committed to every pupil receiving the fullest education possible and to ensuring that every pupil reaches their full potential. We aim to work alongside our key learning partners – pupils, parents/ carers and all other relevant parties – to ensure that we meet these goals.

We aim to promote a culture of collaborative working, positivity, encouraging pupil and staff health and wellbeing, supporting others and, celebrating success.



Getting Started

School Day

Our school day begins at **8:45am** every day and ends at **15:45pm** on Monday and Tuesday, and, **14:55pm** on Wednesday, Thursday and Friday. Every day we also have a twenty-minute reading period which all our pupils participate in.

Below you will find a copy of a blank school timetable. Every young person will receive a personal copy of their timetable. We would encourage our young people to copy this into their school planner and, if possible, keep a copy at home.

	Period 1 8.45 - 9.30	Period 2 9.30 - 10.15	Read 10.15 - 10.35	Period 3 10.50 - 11.40	Period 4 11.40 - 12.30	Period 5 1.15 - 2.05	Period 6 2.05 - 2.55	Period 7 2.55 - 3.45
Monday								
Tuesday								
Wednesday								
Thursday								
Friday								

School Uniform

We ask all parents/carers to support the school by encouraging your child(ren) to adhere to the agreed dress code and the wearing of our school uniform. The wearing of a school uniform helps to promote the identity of the school in the local community and helps create an ethos of sharing and pride in the school.

In addition, the wearing of a uniform helps towards increasing the protection of all pupils. The wearing of a uniform helps staff and the pupils to distinguish between who belongs to the school and those who may be visitors. This enables staff to approach and identify visitors more readily and helps in trying to offer a safer environment for pupils and teachers alike.

Equality of opportunity is an important aspect of the life of the school. Any proposals on the dress code and on what constitutes the school uniform will be the subject of discussion with the Parent Council and where appropriate consultation with parents, pupils and staff.

Our Uniform

- Black school blazer
- White shirt or blouse
- School Tie
- Black V-neck jumper, cardigan or tank top
- Black skirt or full length trousers. Jeans and leggings are **not** acceptable
- Black footwear

A local school uniform supplier is: Scotcrest, 41 Quarry St, Hamilton, Lanarkshire, ML3 7AH Tel:01698 760438

In certain circumstances the Council provides support to parents/carers for the purchase of school wear. Application forms for clothing grant are available from the Council's website: www.southlanarkshire.gov.uk or from Q&A Offices, Audit and Development 01698 453504/ 453505/ 453213, the school or Education Resources telephone 01698 454545.

Equipment

We encourage our pupils to come to school prepared for each lesson with their equipment for the day in their school bag. Your child would benefit from having suitable equipment such as; pens, pencils, rubbers etc. Pupils may also benefit from bringing water for throughout the day.

We have highlighted below where specific equipment will be required:

PE

Pupils should bring a change of clothes for PE. This can consist of; shorts, jogging bottoms, leggings, t-shirts or jumpers and, a change of trainers. Pupils should not wear any football colours.

Home Economics

Pupils will be given the opportunity in Home Economics to cook. We ask when this is the case pupils bring in a tub to bring this home. Each time the class cooks there is a cost and this is between 50p and £1, the class teacher will inform pupils of this. If there are any concerns relating to this, please speak with your child's Pupil Support Teacher.

Attendance

We encourage our young people to have a high attendance rate to support them across the school. However, we realise there may be times where our pupils may be unwell or have an appointment to attend.

If your child is unwell, they should present a note to the school office on their return to school. If a letter is not submitted, that absence will be marked as an unauthorised absence.

If a pupil has an appointment to attend, they should also present a note to the school office. This will allow their attendance to be marked as permission, this will not have an impact on their overall attendance.

As per SLC policy, holidays during the school term are not permitted. We would ask your child to give a note to their Pupil Support teacher in this instance, the note should contain the dates your child will not be in school as well as an expected return date.

Additional information

Consent Forms

Your young person will be given the opportunity across their time at Larkhall Academy to participate in a variety of experiences. They will be spread across our curriculum subject areas and extra-curricular activities. If your child is participating in an excursion outwith school, we will provide your child with a letter outlining the details of the excursion and a consent form. The consent form **must** be returned to the member of staff responsible prior to the excursion date.

Young Scot Card

Every young person at Larkhall Academy can apply for a Young Scot Card. Money can be added to your child's card via parent pay which can then be used at our canteen to access food and drink at break. There are also several benefits your child can access with this card; more information can be found at <https://young.scot/>.

If a student loses their card, a new one can be ordered via our school office. Our students can do this. If a student continually loses their card, they will be asked to pay for a new one.

Free School Meals

If your child is entitled to a free school meal, every day money will be added to their Young Scot card to the value of £1.70. This amount can be topped up by the young person within school and can be used at interval or lunchtime.

Information and applications for free school meals can be found on the council's website:

www.southlanarkshire.gov.uk and then select the Education page or, they can be contacted on 0303 123 1011.

ParentPay

ParentPay is an online system which parents/carers can use to put money on a young person's card for school lunches or to pay for a school trip. Soon after your young person arrives at Larkhall Academy they will be given a letter which will provide you with log in details and a pin number which is individual to your son or daughter. This pin number can be used at the school canteen where they would enter this and the money would come off their total. When adding money to your account it will be placed in your shopping basket, once there you must allocate the money – this will allow you to add money to multiple areas at a time. ParentPay offers the freedom to make secure online payments at any time. You will be able to view all payment history and no card details are stored in any part of the system.

More information can be found at: <http://www.larkhall.s-lanark.sch.uk/Information/ParentPay/>

Hampers

Every year in December, as a school, we look to provide some of our families with hampers which may help over the festive period. We understand this can be a difficult topic to discuss, if you feel your family would benefit from something like this, please let us know by contacting your child's Pupil Support teacher and we can discuss any possible supports.

School transport

Currently Whitelaw coaches operate our school buses. Students will be allocated a bus and a pass. The bus in which a student travels in is allocated by Whitelaws coaches. Students must present their pass in order to gain entry to the bus. If a student loses their pass a new one can be purchased from the Whitelaw's offices in Stonehouse. A temporary letter can be granted by Mrs Boyd, in the event of a lost pass. This can only be supplied once per year.

All students who travel on school buses are expected to behave in a friendly and controlled way to both driver and students. If a student does not behave in this way their right to travel by school transport can be withdrawn.

Mental Health

Larkhall Academy aims to promote positive mental health for every pupil and member of staff. This is achieved through; universal, whole school approaches and targeted approaches aimed to support individual pupils at vulnerable times.

In addition to promoting positive mental health, we aim to recognise and responds to any mental health concerns. In an average classroom there may be as many as three pupils, if not more, suffering from a diagnosable mental health concern. By developing and implementing practical, relevant and effective mental health policies and procedures, we aim to promote a safe and stable environment for young people affected both directly and indirectly by mental ill health. Currently we have 29 members of staff and 20 senior pupils trained in first aid mental health.

Cost of the School Day

In Larkhall Academy we endeavour to ensure that every pupil can access all aspects of their education. Currently **1 in 4** children in Scotland live in poverty, with 70% of children in poverty having at least one parent who is working. We all know that poverty is by its nature often changeable and people move in and out of poverty-there are temporary, recurrent and constant states of poverty depending on individual and family circumstances factors such as redundancy or bereavement can impact greatly on a family.

While it is clear that issues surrounding the ways to tackle poverty are society based, not just related to school, it is clear we have our own part to play in working to lessen some of the issues faced by pupils and parents who are confronted with the often daily dilemmas of providing support for their child's school experience.

Our Cost of the School Day leaflet can be accessed on our school website.

Alternatively, you can request a copy of this from your child's Pupil Support Teacher. The purpose of this leaflet is to share with you what we do in Larkhall Academy and South Lanarkshire Council to ensure that all of our pupils can access the full range of experiences on offer.

Support for Pupils

Role of Pupil Support

Larkhall Academy is committed to providing outstanding support for all of our pupils, fully meeting their needs. Some young people will need multi agency support throughout their school career, others will require short term, targeted support to address temporary circumstances.

Our designated team of Pupil Support Principal Teachers provide and co-ordinate this support with pastoral care and Child Protection at the heart of our positive school ethos. Our Joint Assessment Team (JAT) meetings provide a forum for engaging specialist support services and, in line with Getting it Right for Every Child (GIRFEC), we have links with a range of external agencies to ensure effective provision for all our pupils.

Pupils are arranged into six 'House' groups, each looked after by a Principal Teacher of Pupil Support. The House groups are vertical, with pupils remaining in their allocated group from S1 to S6. This means that Pupil Support teachers get to know their pupils and their families well. We also, whenever possible, keep siblings in the same House group, further cementing positive relationships between families and Pupil Support staff. Our House groups are as follows:

Avon – Mrs A Ramage

Cherryhill – Miss K Donaldson

Fairholm – Mr K Gillon

Garrion – Miss J Collins

Machan – Mrs N Winter

Shaws – Miss. K O'Donnell / Mrs V Duncan

Role of Support for Learning

The Support for Learning (SfL) department helps pupils in a variety of ways and is led by Mr. P McGinty. Our SfL department coordinate the support provided by our excellent Support Assistants, who offer in class support to a wide range of pupils with a wide range of needs. Our teachers also offer in class support to pupils as required. This can involve taking small groups out of class to help their performance in a specific task or project.

Support for Learning also manage the school 'Scotland Reads' programme. This offers support in reading for targeted S1 pupils in the library five days a week. We are now running literacy groups in S1, S2 and S3. These have the aim of raising reading, writing and spelling standards for targeted individuals.

SfL organise and implement a variety of courses and groups for our pupils to ensure they are given the appropriate support throughout S1-S6.

Where appropriate we will work with pupils, parents and other agencies to produce Additional Support Plans and hold regular review meetings where all have the opportunity to input. As a department we also liaise with outreach teachers who provide additional support for pupils with hearing impairments and also pupils who might need support with their behaviour.

Role of Support for Learning

Within our Additional Support Needs Department, we support a number of pupils who need additional support to fully access the curriculum. In addition to smaller class sizes, there are dedicated teaching and support staff who are trained to meet pupil needs, and a differentiated curriculum and resources, all designed to allow our pupils to excel academically. We also support our pupils with the social and emotional challenges that they often face. The health and wellbeing of our pupils is paramount, and staff interventions, mindfulness and meditation programmes, dedicated quiet spaces, 1:1 support and Nurture programmes are some of the many ways that we ensure our pupils are best supported throughout their time at Larkhall Academy.

Key Contacts

Head Teacher – Mr. Smith

S1 Depute Head – Mrs. Gilfillan

Pupil Support Staff:

- Avon – Mrs. A Ramage
- Cherryhill – Miss K Donaldson
- Fairholm – Mr K Gillon
- Garrion – Miss J Collins
- Machan – Mrs. N Winter
- Shaws – Miss. K O'Donnell / Mrs V Duncan

SfL – Mr P McGinty

ASN – Mrs. Murphy

All the above personnel can be contacted via the school office on 01698 552 170

Kindness Togetherness Resilience

Contact Us

Broomhill Road, Larkhall, ML9 1QN

Phone: 01698 552 170

Email: office@larkhall.s-lanark.sch.uk

Web: www.larkhall.s-lanark.sch.uk

