

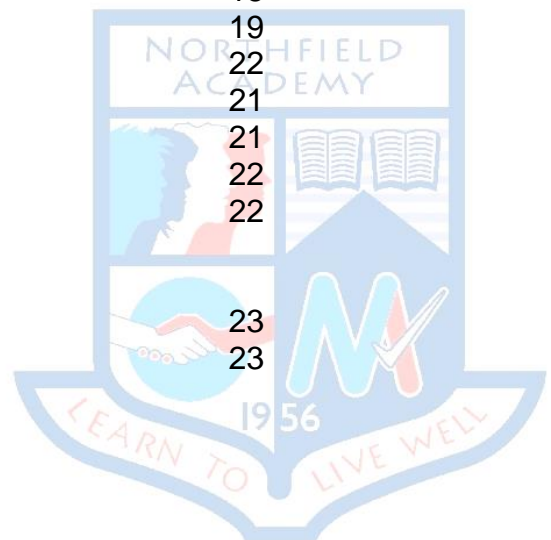


# Northfield Academy

Prospectus  
**2016**

# Contents

	page
<b>Introduction to Northfield Academy</b>	
A welcome from the Head Teacher	3
School Vision, Value and Aims	4
Location	4
School Roll	5
Accommodation	5
<b>Practical Information</b>	
School Uniform	6
Dress code in PE	8
The School Day	9
Attendance	9
Punctuality	9
Reporting foreseen absence from school	9
Reporting illness	10
Notification of appointments	10
Administration of Medicine	10
Transport to School	10
School Meals	11
School Calendar and Holiday Dates	11
School Pupils' Insurance	11
Severe Weather/Emergency Closure Procedures	12
Communication with Parents	12
Parental Involvement	13
Parent Council	14
<b>Curriculum</b>	
Curriculum for Excellence	16
S1-S3 Curriculum	16
The Curriculum in S4	17
The Curriculum in S5/S6	17
Religious and Moral Education	18
Physical Education	18
Personal and Social Education	18
Homework	19
Instrumental Instruction	22
Extra-Curricular/Informal Educational Activities	21
Library	21
Library Resources	22
Library Clubs	22
<b>Assessment and Reporting</b>	
Assessment Policy	23
Presentation of Students for External Qualifications	23



Reporting to Parents	23
Parents Evenings	24

**page**

**Support for Pupils**

Home Economics	25
Design & Technology	25
Water Policy	25
What to Bring to School	25
Personal Property	26
Pupil Expectations	26
Positive Behaviour Management Policy	26
Universal Support	28
House Groups	28
Tutor Time	28
Targeted Support	29
Student Counselling Service	31
Careers Education	31
Education Maintenance Allowance	31

**Ethos**

Anti-Bullying Policy - A Guide for Students	32
Anti-Bullying Policy - A Guide for Parents	32
Anti-Bullying Policy - General Procedures	33
Assemblies	33
Child Protection Guidelines	34

**Meet the Staff**

35





# northfield academy

Granitehill Place, Aberdeen, AB16 7AU  
Tel: 01224 699715 • Fax: 01224 685239  
E-mail: [northfieldacademy@aberdeencity.gov.uk](mailto:northfieldacademy@aberdeencity.gov.uk)  
Head Teacher: Neil Hendry B.Ed (Hons)



## Welcome to Northfield Academy

I am delighted to welcome you to the Northfield Academy Prospectus and, whether you are a parent/carer or a pupil, I look forward to welcoming you in person to the school.

The continued improvement and aspirations of any Academy depends upon the partnership and combined commitment of all staff, pupils, parent/carers and support agencies. I encourage you to become fully involved in the life and work of our Academy and to make the most of the opportunities available.

This prospectus is intended to provide you with important reference information on Northfield Academy. It supports an extensive programme for new pupils that helps them settle into their new Academy. I hope you find it informative and interesting. Our school motto is "Learn to live well" and we strive to ensure that our community aspires to be outstanding.

I wish each pupil every success during his or her time with us.

NEIL HENDRY  
Head Teacher  
August 2015





# School Vision, Values and Aims

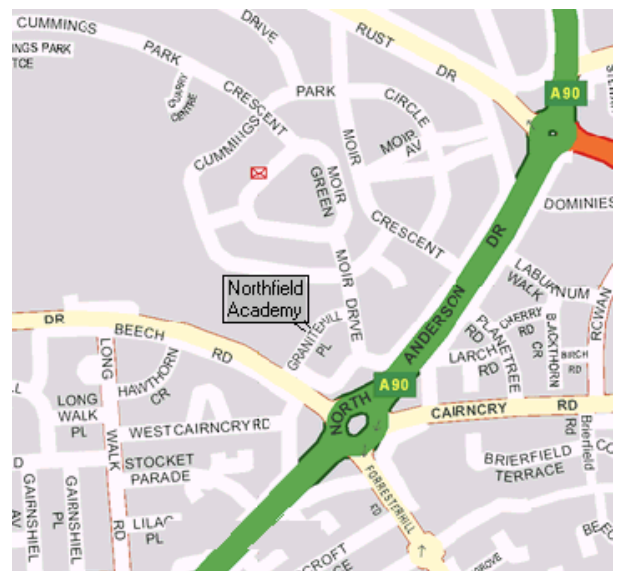
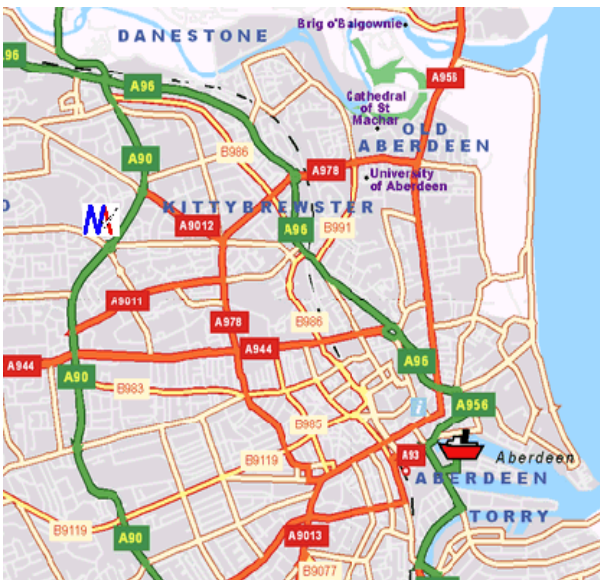
**School Motto** Learn to learn well.

**Vision Statement** Northfield Academy aims to be a school committed to continuous improvement and the delivery of the highest quality learning experiences, support and care for young people.

**School Aims** **Northfield Academy we –**

1. Place learning and the learner at the heart of all we do
2. That high quality learning and teaching is our priority
3. Have high expectations of attendance, work in school and behaviour
4. Value, care for, listen to and show respect for each other and ourselves
5. Work together as a team with a variety of partners, including parents, to deliver experiences and opportunities to meet the needs of all students in our learning community
6. Want our school to be a safe, encouraging and enjoyable place
7. Involve ourselves in practical action to show that we value and look out for others outside our school.

**Location** Northfield Academy is situated in the north-west of the city. It is easily accessible by public transport and car.



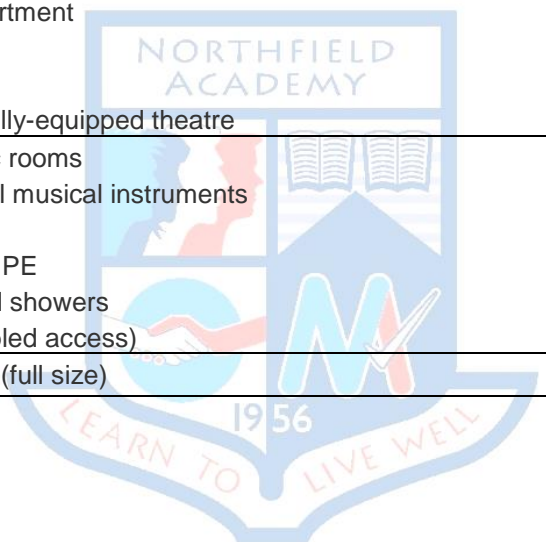
## School Roll

As at Sept 2015	Girls	Boys	Total
<b>S1</b>	73	50	<b>123</b>
<b>S2</b>	56	59	<b>115</b>
<b>S3</b>	57	58	<b>115</b>
<b>S4</b>	60	58	<b>118</b>
<b>S5</b>	47	35	<b>82</b>
<b>S6</b>	15	20	<b>35</b>
<b>Total School Roll</b>			<b>588</b>

## Accommodation

Northfield Academy is situated on a single site within two separate buildings. The school has specialist accommodation for all subject areas. Most teaching accommodation is housed in our main building with some health and wellbeing and creative and expressive subjects housed in a separate building. The accommodation and resources of the school reflect the curriculum choices which a large school is able to offer.

<b>Main Building</b>	<ul style="list-style-type: none"> <li>Eight networked computer classrooms</li> <li>English and Mathematics Suites</li> <li>Food technology and textile rooms</li> <li>Design and Technology department</li> <li>Gymnasiums</li> <li>Seven well equipped science laboratories</li> <li>Fitness Suite</li> <li>Suites of specialist teaching rooms</li> <li>Pupil Support Centre</li> <li>Accommodation for 'skills for work' courses e.g. Hairdressing, Construction</li> <li>Library / Resource Centre</li> <li>Art and Design department</li> <li>Pastoral Care Suite</li> <li>Toilet facilities</li> <li>Assembly hall and fully-equipped theatre</li> </ul>
<b>Detached Building</b>	<ul style="list-style-type: none"> <li>Well equipped music rooms</li> <li>Practice rooms for all musical instruments</li> <li>Drama Studio</li> <li>Large Sports hall for PE</li> <li>Changing rooms and showers</li> <li>Toilet facilities (disabled access)</li> </ul>
<b>External</b>	All weather 3G pitch (full size)



<b>Environment</b>	Extensive playing fields Car parking facilities
--------------------	--

## *Practical Information*

### **School Uniform**

The school is proud of its uniform and all pupils are expected to wear it at all times when attending school or representing it elsewhere.

Wearing school uniform helps:

- To promote a sense of identity within the school
- Reduces competition among pupils to wear expensive fashion dressing
- Create a positive working atmosphere, which supports pupils learning
- Enables easy identification of pupils, which assists in the operation of school security measures

The school uniform is:

<p><b><u>Boys S1 – S4</u></b> White polo shirt (plain or with school badge) OR Plain white formal shirt Black sweatshirt with school badge Plain black trousers, <b>NO tracksuit bottoms</b> Pupils can wear shoes, trainers or footwear of any colour</p>	<p><b><u>Girls S1 – S4</u></b> White polo shirt (plain or with school badge) OR Plain white blouse Black sweatshirt with school badge OR Black cardigan (plain or with school badge) Black skirt/trousers or thick leggings <b>NO thin tights without skirt please</b> Pupils can wear shoes, trainers or footwear of any colour</p>
--	--





## School Uniform

### Boys S5/6

White polo shirt (plain or with school badge)

OR

Plain white formal shirt

School Tie

Black sweatshirt with school badge

Plain black trousers, **NO tracksuit bottoms**

Senior pupils will be expected to wear a black blazer

Pupils can wear shoes, trainers or footwear of any colour

### Girls S5/6

White polo shirt (plain or with school badge)

OR

Plain white blouse

School Tie

Black sweatshirt with school badge

OR

Black cardigan (plain or with school badge)

Black skirt/trousers or thick leggings

**NO thin tights without skirt please**

Senior pupils will be expected to wear a black blazer

Pupils can wear shoes, trainers or footwear of any colour





## School Uniform

Uniform is available to purchase online at Tesco at <http://www.clothingattesco.com/aberdeen/northfield-academy/invt/5244234/> and at the school office. Blazers can be also bought at a number of retailers in the city including Asda, Next and John Lewis. School badges are also available to buy from the school office to fix onto blazers bought with no badge.

Ties, which are the same for all pupils, can be purchased from the school office at a cost of £5. The tie is not compulsory for S1-S4 pupils but with the introduction of polo shirts, cardigans and blazers, we feel more young people may wish to wear one.

Parents of pupils have been overwhelmingly supportive of the school's dress code and we urge you to help us in ensuring our pupils continue to come to school smartly turned out in school uniform. The cooperation of parents is vital in ensuring that pupils wear uniform and is greatly appreciated.

## Dress code in PE

**Physical Education (PE):** School and Aberdeen City Council policy insists that all jewelry must be removed before participating in PE. Northfield Academy, its staff and **Aberdeen City Council are not responsible for valuables that are taken into school and left unattended in changing rooms, lockers and offices. As a consequence, jewelry and other valuable items are best left at home.**

PE kit must be worn in all Physical Education classes on the grounds of appearance, safety and general hygiene, as pupils are not allowed to take part in PE wearing normal school uniform. This requires pupils to bring a t-shirt and shorts or track-suit bottoms to change into when they have PE on their timetable, along with sports shoes or trainers.

Pupils who forget kit will be issued with fresh laundered kit for that lesson and will be marked as no kit.



## The School Day

School begins each day at **8.40am** with Tutor time, lasting 15 minutes. Tutor time is an essential part of the school day where we complete our legal obligation to record attendance. In addition to this, pupils are informed of important daily news, attend assemblies and are reminded of forthcoming events. Tutor Time is also an important aspect of support for pupils by facilitating daily contact with one member of staff on an ongoing basis who will alert Guidance staff if they become aware of any concerns about pupil welfare.

<b>Period</b>	<b>Start</b>	<b>Finish</b>	<b>Duration</b> (Minutes)
Tutor Time	8.40	- 8.55	15
Period 1	8.55	- 9.45	50
Period 2	9.45	- 10.35	50
MORNING BREAK	10.35	- 10.50	15
Period 3	10.50	- 11.45	55
Period 4	11.45	- 12.35	50
LUNCH BREAK	12.35	- 13.35	60
Period 5	13.35	- 14.30	55
Period 6	14.30	- 15.25	55

## Attendance

Attendance is recorded electronically at the beginning of every period. Register Tutors are responsible for recording pupil attendance accurately. **Excellent attendance is crucial for pupils' to achieve and attain to their full potential. Discrepancies in pupil attendance are reviewed by Guidance staff and The Family Liaison Officer. Concerns are followed up with parents. The Home-School Liaison Officer may be asked to make home visits to consider concerns further.**

## Punctuality

Punctuality is a life skill which is vital for pupils to learn and understand from a young age. Any pupil who arrives in school late for registration is recorded on the school computer system as being late and parents informed of their lateness by text message.

Pupils who arrive late must report to the Pupil Office to be registered. Pupils who are seen to develop a pattern of habitual lateness will be seen by their Guidance teacher or Depute Head Teacher. The Head Teacher will meet with parents of pupils who are late on a very regular basis.

## Reporting foreseen absence from school

The law requires pupils under the age of 16 years to attend school regularly and punctually. Parents or carers who fail to ensure the regular attendance of their children are liable to prosecution. Applications, in writing, for permission to be absent from school for reasons other than illness or

bereavement should be made in advance, stating the nature and length of the request. The school does not encourage leave of absence because of the negative impact it has on pupil learning and achievement.

### **Reporting illness**

If your child is absent from school because of illness, then the school should be notified by contacting the school absence line (01224 717530) or texting the school Groupcall number (07860030791) and leaving a message to advise your child's name, registration class and reason for absence. Alternatively a letter can be brought by the pupil on the day he/she returns from absence and handed to their Register Teacher. Failure to explain your child's absence to the school may result in the Home-School Liaison Officer being asked to call at the pupil's home for an explanation.

If the absence is likely to extend over more than three days, a letter or telephone call explaining the circumstances would be appreciated. Where no such intimation is received, the school is required to write to parents and open a record of non-attendance.

### **Notification of appointments**

Parents are encouraged to arrange appointments out with school hours or during holiday periods. If however it is absolutely necessary to attend an appointment during the school day, then a note informing the school of the date, time and reason for the appointment should be submitted **before** the day of the appointment so that the absence can be recorded accordingly.

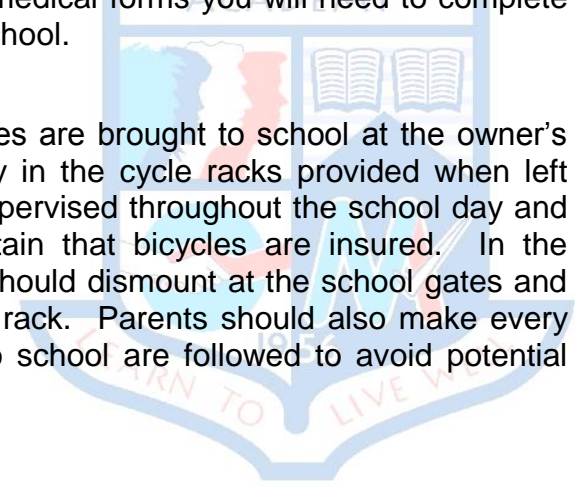
### **Administration of medicine**

Strict guidelines are in place to support any pupil who has a medical condition which requires medication to be taken during the school day. Where possible it is helpful if medication can be prescribed in dose frequencies that make it possible for it to be taken outwith school hours. Medication should only be brought into school when it is absolutely necessary and handed into either a first aider or the School Support Services Manager.

Parents or carers who wish to discuss any aspect of their child's health should contact the appropriate Guidance Teacher in the first instance. It is essential for all parents to keep the school informed of any medical conditions and we encourage parents to work with us to ensure that pupils' medical needs are met with minimum disruption to their learning. An information sheet to find out which medical forms you will need to complete can be provided by contacting the school.

### **Transport to school**

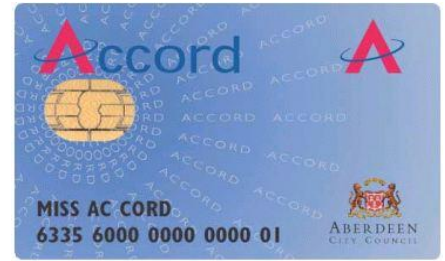
It should be understood that bicycles are brought to school at the owner's risk and should be locked securely in the cycle racks provided when left unattended. Bicycles cannot be supervised throughout the school day and parents are advised to make certain that bicycles are insured. In the interest of safety to others, pupils should dismount at the school gates and walk with the bicycles to the cycle rack. Parents should also make every effort to ensure that safe routes to school are followed to avoid potential



accidents on the busy roads to and from school. The school encourages all pupils using bicycles to wear cycle helmets.

## School Meals

A cash-less school canteen service is organised in the Dining Hall by the Catering Services where pupils and staff must use their Aberdeen City Council Accord Card to pay for school meals. An application form for an Accord Card is issued to P7 feeder Primary School pupils prior to starting their Secondary education. Forms are also available from the school office. The card is issued free of charge. Money can be loaded onto the card at one of three locations within the school and stored securely on the card until the pupil wishes to spend it on school meals.



If the Accord Card has been **lost or stolen**, it is important that you advise the school office immediately. If the card is lost or stolen outwith school hours then you can contact the Accord Office Helpline on **0845 345 2789**, Monday to Friday, between 9am and 5pm. Please leave a message on the Accord Office Helpline answerphone out with these hours.

If the Accord Card is **not working** then contact should be made with the school office.

Free meals are available for pupils whose parents are in receipt of Income Support or Income Based Job Seekers Allowance. Application forms are available from the school office. Free meal entitlement is downloaded to pupil Accord Cards on a daily basis without them having to do anything.

Pupils may bring their own packed lunches to school and eat them in the dining hall at lunchtime.

## School calendar and holiday dates

Term 1	Term 2	Term 3	Term 4
<b>Pupil Term Begins:</b> Tue 18 Aug 2015	<b>Term Begins:</b> Mon 26 Oct 2015	<b>Term Begins:</b> Wed 6 Jan 2016	<b>Term Begins:</b> Mon 18 Apr 2016
<b>September Holiday:</b> None this year	<b>Christmas Holiday:</b> Mon 21 Dec 2015 - Tues 5 Jan 2016	<b>Mid Term:</b> Mon 15 Feb 2016	<b>May Day:</b> Mon 2 May 2016
<b>October Holiday:</b> Mon 12 Oct 2015 - Fri 23 Oct 2015		<b>Easter Holiday:</b> Mon 4 Apr 2016 - Mon 15 Apr 2016	<b>Term Ends:</b> Fri 1 Jul 2016

## School pupils insurance

Parents should note that no insurance cover is held by Aberdeen City Council to provide automatic compensation to pupils in the event of a personal accident or death. It is your responsibility as a parent to insure



your child for personal accident or death if you feel this is appropriate.

Aberdeen City Council does hold third part liability insurance, which indemnifies the Council for claims from third parties (e.g. parents of pupils) who have suffered injury, illness, loss or damage arising from the negligence of the Council or its employees. However, if there were no negligence, no claim would be accepted by the Council.

This information is brought to your attention in order that you may take whatever action you feel appropriate. We are particularly anxious to avoid the potentially distressing situation of parents only becoming aware of the insurance position after an accident has occurred however remote this possibility may be.

### **Severe weather/ emergency closure procedures**

Northfield Academy is required by the local authority to update our procedures regularly for what should happen in the event of the school having to close because of abnormal weather conditions or in an emergency. We are always mindful of the difficulties encountered by families when closing the school because of severe weather or in an emergency and take all reasonable steps to minimise such difficulties.

Information for Parents and Carers about emergency school closures, particularly during times of severe weather can be obtained from the following sources:

- i) The School's Information Line. This is a telephone information service for parents / carers and is charged at national rate. The telephone number for Northfield Academy is **0870 054 1999** and the PIN code to access information is **011090**
- ii) Aberdeen City Council website  
([www.aberdeencity.gov.uk/closure](http://www.aberdeencity.gov.uk/closure))
- iii) Northsound Radio and BBC Scotland

### **Communication with parents**

The school communicates with parents and carers in a variety of ways and so it is important that we hold up to date and accurate contact details for those we may need to contact. This is particularly important for Emergency Contact details should your child become ill during the school day or have an accident.

To inform the school of any changes to contact details please speak to your child's Guidance teacher.

The school continues to use letters for formal contacts with parents, however increasingly text messages are being used to provide reminders about events such as parents' evenings or in-services days or to inform parents if pupils are late for school or not complying with dress code.

Our school website is updated regularly and is a good source of information about what is happening in school.

School Bulletins keep parents updated on a termly basis. Parents are

## Parental involvement

strongly encouraged to respond to pupil reports raising any concerns or points for clarification in order to support your child in their learning.

**SUPPORTING YOUR CHILD'S LEARNING** Northfield Academy encourages children and young people to take greater responsibility for their own learning and, as they progress, for the choices they make. We aim to help all children to become:

- successful learners
- confident individuals
- responsible citizens
- effective contributors to society.

Education today involves more than just learning facts and figures. Pupils will increasingly learn:

- how to learn
- to set personal goals for themselves
- to recognise and monitor their own progress
- to identify their aims and ambitions
- to develop independence
- to have confidence in themselves.

We strive to offer high quality teaching and learning which helps pupils engage in their own learning. Research shows that children learn best when they:

- understand clearly what they are trying to learn
- know what is expected of them
- are given feedback about the quality of their work
- are given advice about how to improve their work
- are involved in deciding what needs to be done next
- know who can help them if they need it.

Our classroom activities increasingly take account of these points and aim to help your child make the most of their potential. Typically, conversations between teachers and pupils focus on what the pupil is going to be learning, what evidence of achievements and progress will look like, and planning together for the next steps.

The personal learning process belongs to your child but it is important to remember that communication between you, your child and the teacher is important, too. Your son's/daughter's school planner will be a useful prompt to discussing learning with them and a means to communicate with teachers. By participating as fully as possible in their education, your child can develop:

- greater responsibility for their own learning
- improved confidence and self-esteem
- a greater sense of involvement in planning for their own future.

It is not only what your child learns in school that counts - children's achievements in out- of-school activities, such as successes in sport or

music or wider interests, should also be recorded. Pupils are given the opportunity in PSE lessons to record their own personal, out-of-school achievements.

How can you help? The most important way you can help your child with their personal learning planning is to talk to them about:

- what they are learning both in and out of school
- how they think they are doing
- the successes they have had, both in and out of school
- the goals they would like achieve in the future.

Your input is a vital part of your child's learning and the Academy welcomes your views. If you are involved in the planning process, your child's personal learning planning will be more effective and they will value it more highly.

You can find more information about this, or any aspect of Scottish education, on Parentzone: [www.parentzonescotland.gov.uk](http://www.parentzonescotland.gov.uk)

## Parent Council

Parent Councils are now established in almost all Aberdeen City primary and secondary schools. The Scottish Schools (Parental Involvement) Act 2006 recognises the vital role that parents play in supporting their children's learning. The basic principle under-pinning the Act is the desire to have children become more 'confident learners' through closer working between each family and the Academy.

The active Northfield Academy Parent Council, consisting of parents, staff and co-opted members, represents the wider Parent Forum and supports the work of the Academy.

Current membership of the Parent Council includes:

Councillor Scott Carle

Councillor Jackie Dunbar

Councillor Gordon Graham

James Adeleye

Alison Godfry

Colleen Hopkins

John Rodger

David Steele

Karen Steele

Sharon Weir

Jim Wiseman

Alexis Dean – staff member

Morag Lyon – staff member



The Parent Council meets approximately every 8 weeks and discusses a variety of matters relating to the school. The Council aims to work in collaboration with the school but equally seeks to discuss issues and concerns raised by parents through positive dialogue. The range of topics discussed are varied. Minutes of meetings are posted on the Academy website and therefore available for all parents to read. Parents are encouraged to communicate with Parent Council members direct. Alternatively you can contact us using the school email address (northfieldacademy@aberdeencity.gov.uk) marked for the attention of the Parent Council.

The Parent Council is supported by Mr Neil Hendry, teaching staff and pupils from Northfield Academy. We are also supported by Aberdeen City Councillors who routinely attend our meetings and support the various topics of discussion.





## *Curriculum*

### **Curriculum for Excellence**

The Scottish curriculum is in the final stages of moving to a single, coherent curriculum for all children and young people between the ages of 3 and 18.

Curriculum for Excellence challenges us to think differently about how the curriculum is delivered in Northfield Academy and encourages our excellent teaching staff to plan and act in creative new ways to provide our pupils with:

- A single coherent curriculum for all young people as they arrive at Northfield Academy in S1 through to age 18
- Greater choice and opportunity for pupils that will provide them with quality experiences and positive outcomes

The aspiration for our curriculum for excellence is to enable all Northfield Academy pupils to become successful learners, confident individuals, responsible citizens and effective contributors to society and at work. Our curriculum will provide the structure and support in learning which will enable them to develop these four capacities:

First, second and third year classes in most subjects consist of students from a complete range of academic attainment. Learning support is provided in classes where appropriate and practical. In some cases classes are reorganised within departments to aid teaching and learning.

Pupils are assessed throughout S1, S2 and S3, in accordance with national arrangements to confirm teachers' classroom assessment of attainment.

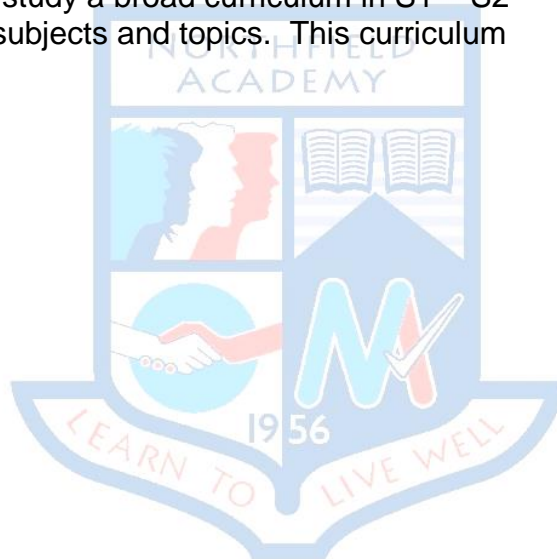
At the end of S3, pupils with the advice of Subject and Guidance teachers and in consultation with parents, choose which subjects they would like to continue to study and at which National Qualification level.

### **S1 – S3 Curriculum**

At Northfield Academy learners will study a broad curriculum in S1 – S2 where choice will be offered within subjects and topics. This curriculum includes the following subjects:

:

- ✓ Art & Design
- ✓ Business Studies
- ✓ Computing
- ✓ Design & Technology
- ✓ English
- ✓ Geography
- ✓ History
- ✓ Home Economics
- ✓ Learn to Learn
- ✓ Mathematics



- ✓ Modern Languages (French / Spanish)
- ✓ Modern Studies
- ✓ Music
- ✓ Personal and Social Education
- ✓ Physical Education
- ✓ Religious and Moral Education
- ✓ Science

During S3 additional choice will be offered to S3 halfway through the session to equip young people with the skills they require to succeed in National Examinations. Please refer to the S3 Curriculum Map below.

S3 2016 (Jan- May)	PE	PSE	RME	Maths	English	Modern Languages	Choice 1	Choice 2	Choice 3	Choice 4
	3	1	2	4	4	3	HE Art Technical	Biology Chemistry Physics Science	Geography History Modern St.	Business St. Computing Music
							3 +1 period	3	3	3

### The Curriculum in S4

The transition from S3 into S4 sees pupils move from the junior stage to the senior phase of Curriculum for Excellence which involves them in choosing six courses of study which will lead to various National Qualifications. Two of these courses include Mathematics and English. Pupils are given a great deal of support by Guidance and subject teachers to help them make the best possible decisions about their S4 courses. The Careers Advisor also works with pupils as part of their S3 PSE programme. S3 Parents Evenings provide opportunities to clarify issues with teaching staff so that parents can be fully involved in the choice process with their children.

In addition to National Qualification courses, all pupils experience Personal and Social Education, Physical Education and Religious and Moral Education.

During S4, pupils follow courses which lead to them gaining nationally recognised qualifications.

### The Curriculum in S5/S6

Another milestone in the life of our pupils is when they conclude S4 and have to make the momentous decision as to what they want to do post-S4. Some pupils may decide to leave school and continue their education at a Further Education College or to start work. An increasing number of pupils, however, choose to stay on at school to study for further qualifications. These studies will be undertaken in partnership with course providers who work with the school such as North East Scotland College; SHMU and other Academies in the city as part of the City Campus programme for senior

pupils. As a result pupils will find that some courses will be on offer in their school but that they may need to travel to other establishments for some of their other studies.

### **Religious and Moral Education**

A programme of Religious and Moral Education (RME) is provided for all pupils in S1 to S6. Religious and Moral Education assists with the development of the young people's thinking in relation to self-awareness, relationships with others, rights and responsibilities, moral and critical thinking and the realm of beliefs, values and practices which give people value, meaning and purpose in life. As such, RME makes an important contribution to the personal, social and intellectual development of all students in Northfield Academy and in so doing equips young people with the capability to engage actively in issues within and outwith school. The curriculum examines various ways in which these questions have been formulated and reflects on the answers that people have proposed throughout history and across the globe. This results in students being able to:

- Develop a knowledge and understanding of world religions and recognise religion as an important expression of human experience.
- Appreciate moral values such as honesty, **liberty**, justice, fairness and concern for others.
- Investigate and understand the questions and answers that religions can offer about the nature and meaning of life.
- Develop their own beliefs, attitudes, moral values and practices through a process of personal search, discovery and critical evaluation.
- Reflect on their own experience of life to date.
- Understand the multi-cultural dimension of the society in which pupils live.

**If parents have any questions about the RME programme they should contact the school so that a meeting with the Principal Teacher of Humanities can be arranged to provide more information or allow further discussion.**

### **Physical Education**

All pupils in S-1-S3 have three periods of Physical Education this year. S4 have two periods of Physical Education each week. This meets the recommendation of 2 periods per week as set by the Scottish Government.

### **Personal and Social Education**

All pupils in S1 to S6 follow a specific programme of Personal and Social Education taught by Guidance Staff. This programme is seen as a life skills course, which encourages pupils to develop their awareness and understanding of a wide range of life situations, and the relevant skills and strategies for responsible decision-making. It is designed to help pupils examine, explore, clarify and, where appropriate, modify their personal values.

The following themes run through the entire PSE programme:

- The development of increased self-esteem and self-confidence.
- The development of self-awareness and the skills of self-assessment.
- The importance of developing effective personal relationships and communication.
- The development of skills for creating and using opportunities (e.g. skills for life, effective learning, developing a sense of personal responsibility, identifying opportunities to become involved in activities which contribute to the community).
- The development of skills for sound decision-making (e.g. in respect of healthy living and career choice).
- The development of an awareness of and skills for independence and interdependence. (This includes learning to take personal responsibility for their own learning, and increasing their awareness of both rights and responsibilities).

The PSE syllabus at Northfield Academy explores the following issues:

S1	S2	S3	S4	S5/6
Starting Secondary School	Managing Change	Saving & Spending money	Work Experience	Safe Drive Stay Alive
Healthy Routines	Communication	Mental & Social Wellbeing	Study Skills	Driving Ambition
Substance Misuse	Emotional Health & Wellbeing	Study Skills and Studywise	Sexual Health & Wellbeing	Careers Advice e.g. CV and Personal Statement
Relationships & Sexual Health	Substance Misuse	Sex Education	Post S4	writing, preparing for interviews
Assessing Risk	Relationships, Sexual Health & Parenthood	Drugs Education	Preparation Careers Education	UCAS/College applications
Working with Others	Minimising Harm	Careers	Exam Kit	Consolidation of learning
Managing Personal Money	Living in the World	Work Experience Planning for Choices and Change		Outside Speakers
Personal Identity / Self Esteem		Profiling		Young Philanthropist Initiative

**If you have any concerns about the school's PSE course, then please contact your child's Guidance teacher.**

## Homework

Homework is an integral part of the curriculum in Northfield Academy and used by all subjects as part of the teaching and learning process. Homework contributes to the partnership between parents and teachers in supporting our young people to progress in their studies. As a result parents



are encouraged to contact their child's Guidance teacher about any concerns relating to homework.

Each pupil is issued with a homework diary, which they are encouraged to use systematically to foster a habit of study. These diaries are checked regularly by Guidance staff and Depute Head Teachers to ensure that pupils are using them correctly. Parents are also encouraged to monitor the homework which is issued and completed by their child at home. Northfield Academy's 'Homework Expectations' are listed in the table below:

**Pupils must:**

- Carry their homework diaries at all times.
- Use their homework diary to record all homework due.
- Plan and arrange homework in order of priority.
- Complete homework on time to the best of ability.

**Teachers will ensure:**

- Discuss homework with a parent / carer.
- Homework is well explained with a clear purpose.
- Homework is issued during the lesson and not rushed at the end.
- Homework can be completed in the time requested.
- Homework is recognised, assessed and rewarded.

**Parents are asked:**

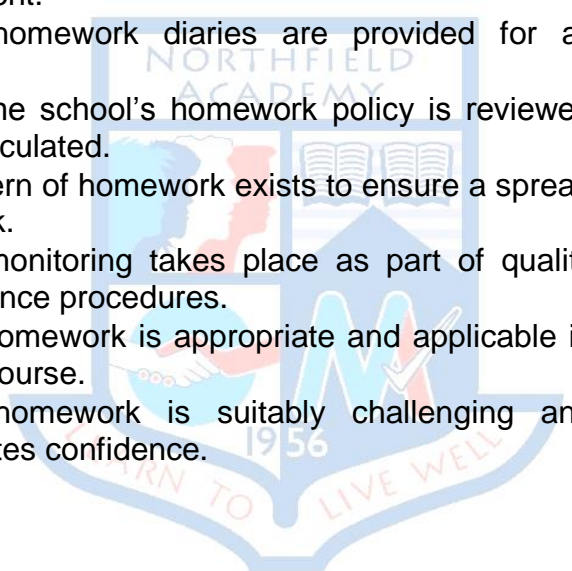
- To encourage the completion of homework as an important part of learning.
- Provide suitable resources at home for completing homework, ensuring that distractions such as television are avoided.
- Sign the homework diary on a weekly basis to acknowledge that the homework has been completed and make, where appropriate, any comment.

**School management will ensure:**

- That homework diaries are provided for all pupils.
- That the school's homework policy is reviewed and circulated.
- A pattern of homework exists to ensure a spread of work.
- That monitoring takes place as part of quality assurance procedures.

**Principal Teachers will ensure:**

- That homework is appropriate and applicable in each course.
- That homework is suitably challenging and promotes confidence.



## Instrumental Instruction

- That homework is issued consistently throughout the department.
- That differentiated homework is available

Complementing the timetabled provision of Music for all pupils at Northfield Academy is our optional instrumental instruction scheme. Instruction is available in the school and covers woodwind, brass, strings, piano, percussion and guitar. Pupils who started instrumental instruction in Primary school will usually continue this when they enter Secondary school. As a consequence, places for instrumental instruction are limited.

For further information regarding instrumental instruction, contact the Principal Teacher of Creative and Expressive Arts.

## Extra Curricular/ Informal Educational Activities

Northfield Academy has an excellent range of extra-curricular activities. We are fortunate, thanks to the staff of the school who volunteer their time, commitment and enthusiasm to be able to provide extra-curricular activities at lunchtimes, after school and even on Saturdays. Pupils who are interested in joining or participating in an extra-curricular activity should contact the relevant member of staff for further information. The activities available during session 2015 – 2016 are:

Day	Activity	When	Where
<b>Mon</b>	Darts-Art S1 – S6 Badminton Lad's Drop in S1 – S3 Rock Band S1 – S6 Basketball Fashion Club Film Club  Movie Making Club	All lunch time 12.50–1.30pm 12.50– 1.30pm 1.00 – 1.30pm 3.30–4.30pm 3.30–4.30pm 3.30pm last Monday of each month 3.30pm Mondays when no Film Club	D13 Games Hall Gym 1/ A1 M1 Games Hall D15 C3  C12
<b>Tues</b>	Darts-Art Club Engineering Club S1/S2 Football Reading Cafe U14 Football training	12.35 – 1.35pm 12.35 – 1.35pm 12.50–1.30pm 1.00-1.35pm 3.30–4.30pm	D13 A3 Games Hall Library Outside Pitch
<b>Wed</b>	Darts –Art Club Euro Club Free Running Basketball Fashion Club Northfield Voices Rugby S1 – S3 Girls Football	12.35 – 1.35pm 12.50-1.30pm 12.50-1.30pm 12.50–1.30pm 1.00-1.30pm 1.00-1.30pm 3.30 – 4.30pm 3.30- 4.30pm	D13 C21 Gym 2 Games Hall D15 M1 Outside Pitch Outside Pitch-
<b>Thurs</b>	Darts-Art Club S4-S6 Football BBC School News Report Girls Choices Drop In Chess Club Samba Band U13 Football training	12.35-1.35pm 12.50-1.30pm 12.50-1.30pm 12.50-1.35pm 12.50-1.35pm 1.00 – 1.30pm 3.30-4.30pm	D13 Games Hall A11 B3 Library M1 Outside Pitch

	Science Club	3.30-4.30pm	N15
<b>Fri</b>	Darts- Art Club	12.35 – 1.35pm	D13
	Maths Club	12.35 – 1.35pm	N16
	Volleyball	12.50–1.30pm	Games Hall

## Library

The school library is a spacious and well-stocked learning centre which supports the curriculum and reading for pleasure.

During the school day the library is used for class work, group work and individual study. Pupils are encouraged to make good use of the wide range of resources that are available to them.

The library is also open to pupils before school, at lunchtimes and after school. Opening times are displayed on the library door.

## Library Resources

The library holds over 12000 books including fiction, information books and reference works.

The library has 10 networked computers. A booking system runs to provide fair access to all.

15 Kindles are available for use in class and at lunchtimes.

Internet access is available through the school network for curricular use only.

## Library Clubs

The library supports pupils by providing a range of extra curricular clubs including a Reading Cafe, Library Club, Lego Club and Chess Club.



## *Assessment and Reporting*

### **Assessment Policy**

Throughout their time at Northfield Academy, all pupils are assessed by both formal examinations and by a system of continuous assessment. Continuous assessment may take into consideration the performance in class tests, written exercises, project work, audio work, oral work or practical work. Such assessment, across all subject activities, aims to both assist pupil learning by providing clear targets and feedback on progress as well as assisting teachers in curriculum evaluation.

All subjects carry out assessment of students in accordance with national and local guidelines. The school also carries out MidYis assessment procedures in S1 and SOSCA testing in S2, in line with Authority policy, and Support for Learning staff administer Spooncer screening procedures early in S1. MidYis results provide all teaching staff with an indication of the potential of every pupil in each class and a realistic target to track their progress against.

### **Presentation of pupils for external qualifications**

At Northfield Academy all pupils are encouraged to maximise their potential by achieving as many qualifications as possible. To assist pupils in preparing for external examinations a range of revision classes are offered by departments at lunch time, after school and during the Easter holiday.

<b>SCQF Level</b>	<b>New National Qualifications</b>
1 and 2	National 1 and National 2
3	National 3
4	National 4
5	National 5
6	Higher (new)
7	Advanced Higher (new)

### **Reporting to parents**

Pupil achievement and progress throughout their time at Northfield Academy is reported on regularly. Although times are subject to variation, the following timetable is generally applied:

<b>S1</b>	These reports are based on the results of continuous assessment. It is on the basis of the S3 report and discussions with staff that courses are selected in the Senior Phase	
<b>S2</b>		
<b>S3</b>		
<b>S4</b>	February	These reports are based on progress in core subjects and National Qualifications.
<b>S5/S6</b>	February	



Subject teachers are required to inform Guidance Teachers and Depute Head Teachers through 'Cause for Concern' forms on any problems that individual pupils are having.

This information would be used by the Guidance staff to talk to the pupils and/or contact parents.

Parents are encouraged to contact their child's Guidance Teacher at any time to discuss matters of concern or their child's progress in school.

**Parent's Evening**

Parents have regular opportunities to meet with their child's teachers. Details of these meetings for session 2015/2016 are listed below along with the dates pupil reports/tracking reports will be issued.

<b>Year Group</b>	<b>Guidance Evening</b>	<b>Parents' Evenings Consultation Week</b>	<b>Issue of reports</b>
<b>S1</b>	Thursday 10 <sup>th</sup> September 2015	Monday 22 <sup>nd</sup> February to Friday 26 <sup>th</sup> February 2016 (Parents' Consultation week)	October 2015 January 2016 April 2016
<b>S2</b>		Monday 23 <sup>rd</sup> November to Friday 27 <sup>th</sup> November 2015 (Parents' Consultation week)	October 2015 January 2016 April 2016
<b>S3</b>		Wednesday 18 <sup>th</sup> November 2015 (Parents Evening)	October 2015 January 2016 April 2016
<b>S4/5/6</b>		Wednesday 13 <sup>th</sup> January 2016 (Parents Evening)	September 2015 December 2015 February 2016



**Home Economics (HE)**

Pupils are asked to bring to school a suitable dish or container with a tight fitting lid when they are cooking in order to bring the food they prepare home to share with you. In S1 – S3, a charge of £15.00 is made towards the cost

of cookery ingredients and textile technology materials which are provided by the school.

## **Design and Technology**

In S1 – S3, a charge of £15.00 is made towards the cost of materials provided by the school. Other charges may be made towards the costs associated with some Craft and Design National Qualification Courses.

## **Water Policy**

It is crucial that our young learners are drinking enough water throughout the school day. Dehydration has a major effect on young peoples as they may not feel thirsty until it is too late. Dehydration can cause the following symptoms:

*Headaches, Reduced Energy Levels, Tiredness, Reduced Concentration Levels, Increased Irritability, Loss of Appetite*

The body is made up of approximately two thirds of water, which explains why a lack of water has a direct effect on our ability to perform to our full potential. There has been a significant increase in the amount of young people drinking 'fashionable' energy drinks.

Many young people believe that these drinks will help them to concentrate and stay focused in class however the opposite is true. These types of energy drinks are highly sweetened and can cause;

*Insomnia, Headaches and Migraines, Anxiousness, Addiction*

Drinking several of these drinks per day will result in a poor sleep cycle, which will result in pupils arriving to school feeling tired and unable to concentrate. Furthermore, they may feel that they need more of these drinks to 'get through the day'.

Pupils are entitled to drink water throughout the school day and this should be stored in a clear container, and kept in a designated area agreed with their class teacher. Pupils are not allowed to drink anything other than water in Northfield Academy corridors and classrooms. Energy drinks will not be permitted in the school canteen also. Staff will confiscate any drinks deemed inappropriate. Pupils failing to follow this policy will be subject to the school behaviour policy.

## **What to bring to school**

Every day, all pupils should bring the following items to school:

A suitable bag containing:

- The necessary books, jotters and equipment for each day
- Homework diary and completed homework
- Pencil, pen, rubber, ruler and sharpener (preferably in a pencil case)
- Water container
- PE Kit

Parents are encouraged to keep a copy of their child's timetable at home to help them come to school properly prepared.

## Personal Property

Northfield Academy is a large comprehensive school and, therefore, a very busy place. All personal belongings such as mobile telephones, articles of clothing, books, equipment, etc should be clearly marked with the owner's name.

Pupils must never leave money or valuables unattended in items of clothing, in school bags, on their desks or in classrooms and changing rooms. Such articles should be carried by the pupil at all times or handed for safe-keeping to a teacher.

The school and Aberdeen City Council will not be responsible for any loss, theft or damage of such belongings. Pupils who choose to bring valuable belongings to school do so at their own risk.

## Pupil Expectations

At Northfield Academy, we have high expectations of all our pupils. These expectations are displayed in every classroom and teaching area throughout the school. The following expectations were agreed by pupils and teachers following a period of consultation:

High quality teaching and learning will help ensure effective behaviour and attitude of our pupils.

To achieve this we have agreed to:

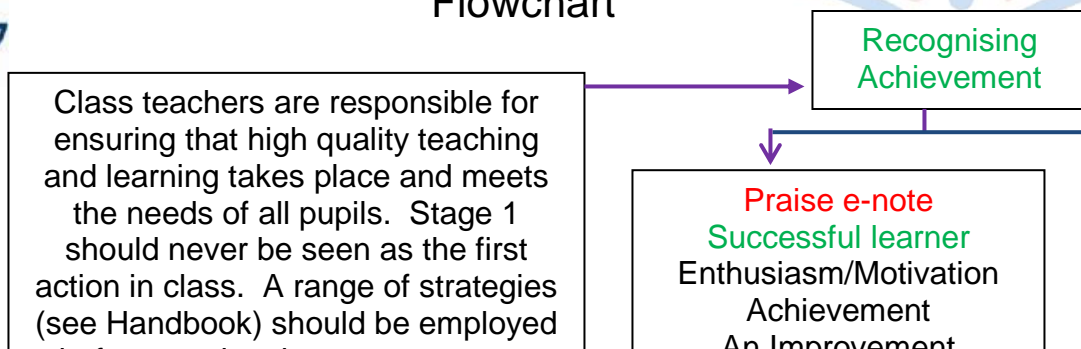
- Co-operate with staff and pupils
- Avoid aggression
- Respect other people's space and property
- Maintain the school as a litter free zone
- Bring everything we need to work well
- Listen to others and allow only 1 person to speak at a time
- Act in a safe and friendly manner at all times

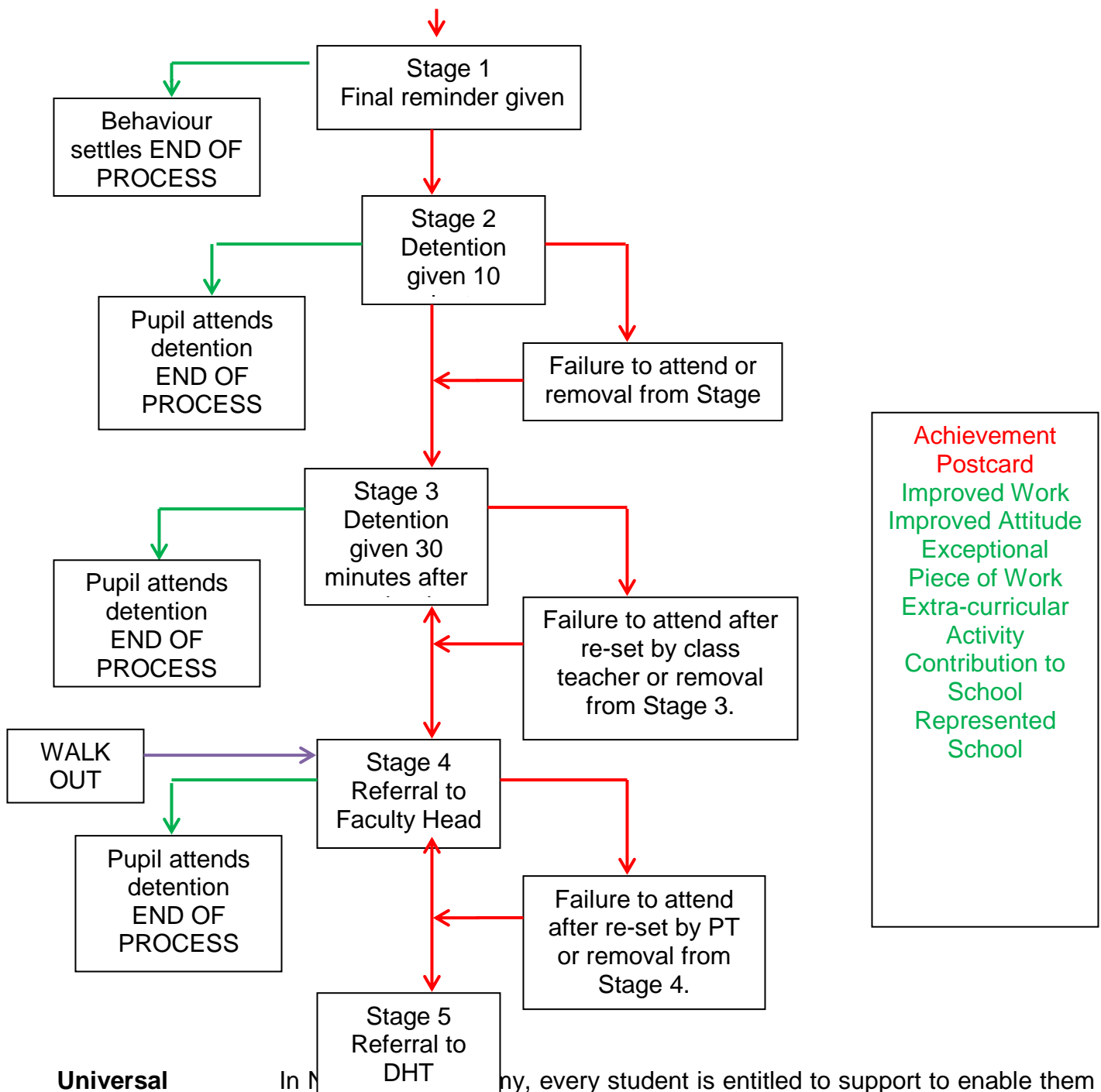
## Positive Behaviour Management

One of the principal aims of Northfield Academy state: **'that high quality learning and teaching is our priority.'**

In fulfilling this aim successfully, staff ensure that high standards of self-discipline and responsibility are sought so that in all classes there is an atmosphere which encourages learning. When a pupil chooses not to cooperate with a member of staff, they are subject to a staged discipline procedure as indicated below:

### Northfield Academy Positive Behaviour Management Flowchart





**Universal Support**

In Nany, every student is entitled to support to enable them to gain as much as possible from the opportunities which Curriculum for Excellence can provide. ~~This support enables our learners to:~~

- review their learning and plan next steps
- gain access to learning activities which meets their needs






- plan for opportunities for achievement
- prepare for changes and choices at transition points in their lives.

All staff in Northfield Academy are fully committed to promoting and supporting young people to ensure that they are safe, healthy, achieving, nurtured, active, respected, responsible and included.

## House Groups

The House groups in Northfield Academy have recently been transformed and are at the heart of supporting learners and maintaining our school ethos. This ethos encourages learners to aspire to be outstanding. There are 3 House groups in Northfield Academy which are co-led by a Principal Teacher of Guidance and a Depute Head Teacher. Throughout the school year, students will take part in House competitions and challenges to win points for their House. At the end of the academic session the House Trophy is presented to the House Captain of the winning House group at our annual school awards ceremony. Parents who require discussing any aspect of their child's wellbeing should contact, in the first instance, the appropriate Principal Teacher of Guidance:

Macbeth House	Stewart House	Wallace House
		
<p>Mr Hose Principal Teacher of Guidance</p>	<p>Mrs Lowson Principal Teacher of Guidance</p>	<p>Ms McCracken Principal Teacher of Guidance</p>

## Tutor Time

All students in Northfield Academy meet with their register tutor on a daily basis at the beginning of each school day. Students belong to a tutor group which consists of a tutor with responsibility for 25 students from across all year groups in school. This helps to reinforce the identity of our House groups, promote a greater awareness amongst students about what is happening in school and create positive relationships across all year groups in school. Tutor Time provides all students with a regular opportunity to discuss their development with their Tutor, who knows them well and who liaises regularly with the student's Principal Teacher of Guidance. This approach to supporting students is viewed nationally as a model of best practice.

## Targeted

Northfield Academy is well resourced to meet the needs of all our learners

## Support

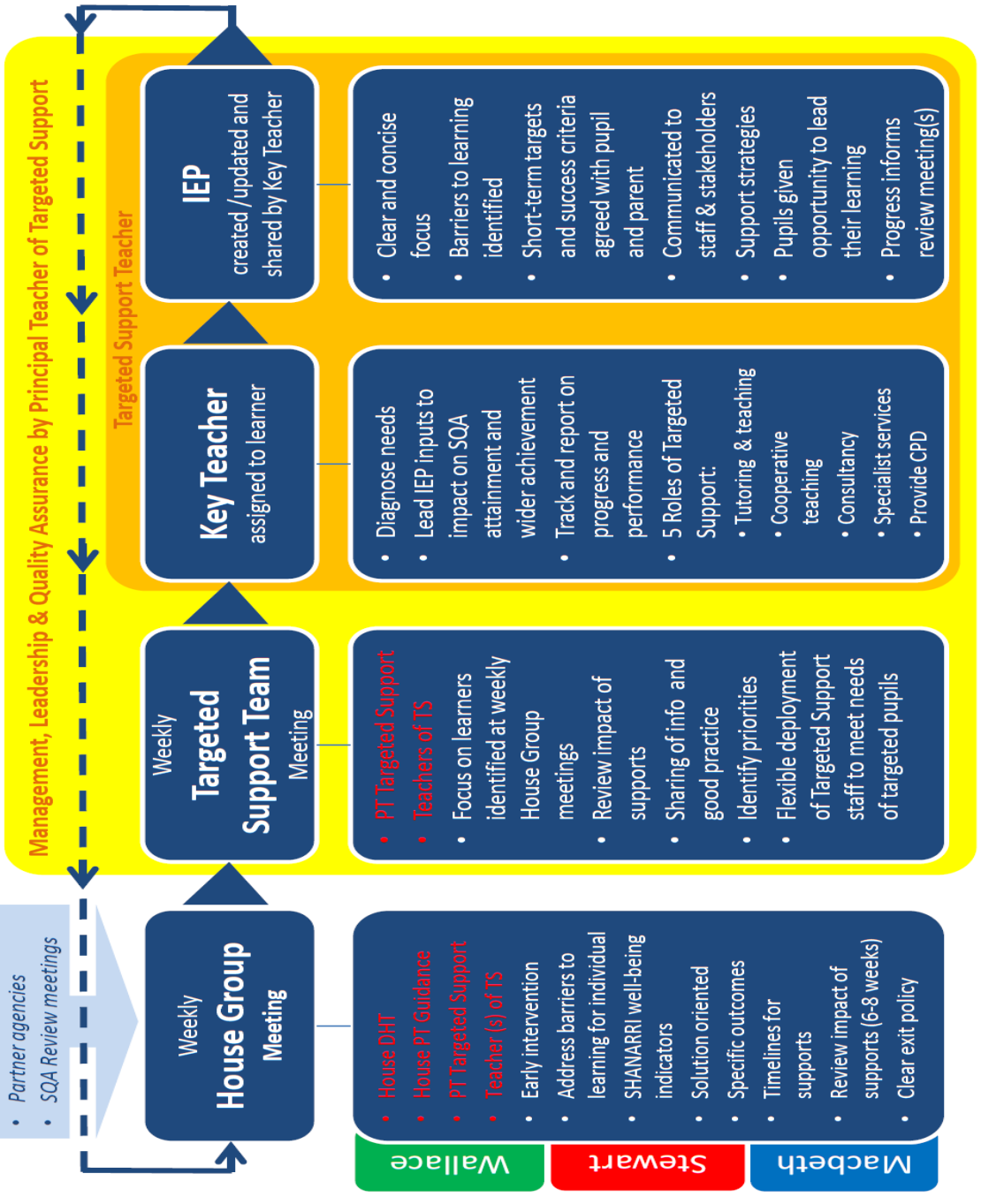
including all pupils who require targeted support. Our Targeted Support team consists of 8 teachers and 9 Pupil Support Assistants. Targeted support provides additional focused support to pupils who may require such for short or longer periods of time to help them overcome barriers to their learning. The need for additional support can arise from, for example, specific learning difficulties, social, emotional or behavioural needs, bereavement or family issues. Support may also be required to ensure progress in learning for highly able children and young people. This approach also encompasses children and young people who require more choices and more chances to achieve positive, sustained post-school destinations. Our targeted support staff all have additional training and expertise to provide support as and when it is required. The team, in addition to working in parallel with our Principal Teachers of Guidance to get it right for every child, also work professionally with all teaching staff, youth workers, health professionals, social workers, Police Scotland and our partners in the voluntary sector in Aberdeen to access specialist support, where necessary, for supporting an individual pupil.

The following diagram illustrates how targeted support in Northfield Academy operates:



# Targeted Support in Northfield Academy

- Barriers to learning identified by:**
- Transition information
  - Assessment data (PIPS, INCAS, MIDYIS)
  - Teaching staff
  - PTG
  - Ed. Psychologist
  - Partner agencies
  - SOA Review meetings



## **Student Counselling Service**

Young people can refer themselves to see the School Counsellor or they can be assisted to make an appointment by parents, by friends or by school staff. Appointments are arranged to be discrete and respectful of the need for privacy.

Tina O'Boyle, the School Counsellor, is available from 8.30am from Monday to Friday.

Contact the school for further information regarding the Counselling Service.

## **Careers Education**

Information advice on careers is an important aspect of every pupil's education. In S2 pupils are introduced to the Careers Advisor as part of their PSE programme. The Careers Advisors are available to assist pupils through the Choice of Course process in conjunction with the Guidance Team.

Careers education in Northfield Academy includes providing support to identify appropriate employment options, periods of work experience for all pupil and the opportunity to have an interview with a Careers Advisor. Careers talks feature prominently in the S4 PSE programme.

The Senior Students careers programme includes careers talks, college and university visits and individual interviews.

Supporting the careers education of all Northfield Academy pupils is a comprehensive collection of careers literature in the school library. The Careers Library provides details of training opportunities, further and higher education opportunities and holds the Prospectuses for universities and colleges throughout Scotland.

## **Education Maintenance Allowance**

Education Maintenance Allowances (EMAs) for eligible fifth and sixth year pupils became available in August 2004. EMAs benefit eligible pupils with extra financial help to enable them to stay on in post-16 education by providing a weekly payment of up to £30, paid directly to young people who stay on in further education after they reach statutory leaving age. Senior pupils may also receive two bonuses of £150 if they remain on their course and make good progress with their learning. Payment of bonuses will depend on the young person showing satisfactory progress against learning objectives set out in their learning agreement and through an ongoing commitment to remain in education. All payments will be made directly to the student's bank account. Payments will only be made to those students who have satisfied attendance requirements.

EMA entitlement is based on an assessment of household income in the previous financial year. Application forms and more information are available in school from the pupil's Guidance teacher, Careers Advisor or online at the EMA website at <http://www.emascotland.com/students.htm>





## *Ethos – policies for students, parents and staff*

### **Anti-bullying Policy**

#### **A guide for students**

You are entitled to enjoy school and to feel safe and happy when you are there. Bullying goes against this entitlement and must be stopped. Bullying is WRONG. Nobody has the right to hurt other people by:

- hitting them
- kicking them
- calling them names
- spreading rumours about them
- or doing anything else which is meant to upset them
- cyber bullying

#### **What to do:**

Talk to someone you trust – a teacher, parent, older friend or relative.

If you find it difficult to talk to an adult, ask one of your friends to come with you or ask someone to talk to an adult for you.

Keep trying. If the first person you talk to does not seem to understand – don't give up – speak to someone else. If you can, write down everything the bullies have done or said to you and try to write down how you feel.

When you have found someone you trust and who is helpful, you can discuss what you have written with that person.

#### **What not to do:**

Don't try to deal with the problem on your own. It's right to ask for help.

Don't hit the bullies – you might end up being accused of bullying yourself.

Don't exaggerate. Always tell the truth about what has happened. If a small part of your story is shown to be untrue this will put everything else into doubt.

Don't hide what is happening to you. Keeping things secret is the bullies' biggest weapon against you.

### **Anti-bullying Policy**

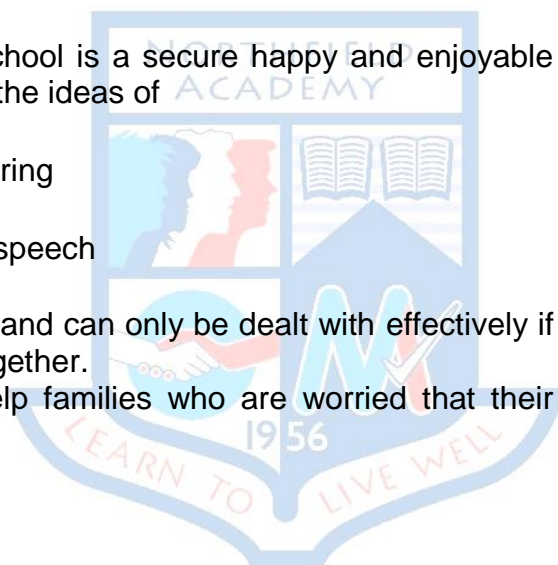
#### **A guide for parents**

We want your children to feel that school is a secure happy and enjoyable environment and we wish to promote the ideas of

- consideration for others
- compassion for hardship and suffering
- racial harmony
- individual freedom of thought and speech
- equality of opportunity

Bullying goes against all these ideals and can only be dealt with effectively if parents, students and teachers act together.

These guidelines are intended to help families who are worried that their



children may become involved in bullying either as victims or bullies. They are also intended as a guide for all adults in our community who witness bullying but feel they do not know how to help.

**What to do:**

If you think your child is being bullied or is bullying, you must let us know. The best person to speak to is someone you already know and trust. In most cases this will be the Guidance teacher or tutor.

If you do not know anyone in the school, telephone or come to school and ask to speak to the Head Teacher or your child's Depute Head Teacher. Usually you will be able to speak to a senior manager after a short wait but occasionally appointments will be required.

If the bullying is happening outside school you should also talk to the police.

**What not to do:**

Don't ignore your child's worries and concerns.

Don't tell your child to simply ignore the bullies. This may give your child months of unhappiness.

Don't tell your child to hit back. This seldom works and may even make things worse.

**What we will do:**

We will work with parents of a bullied child to provide support, confidence and understanding.

We will contact the parents of the bullies and enlist their support to put a stop to the bullying.

We will deal seriously with incidents of violence.

We will work with our Community Police Officers in any cases of bullying outside school.

**Anti-bullying Policy**

**General Procedures**

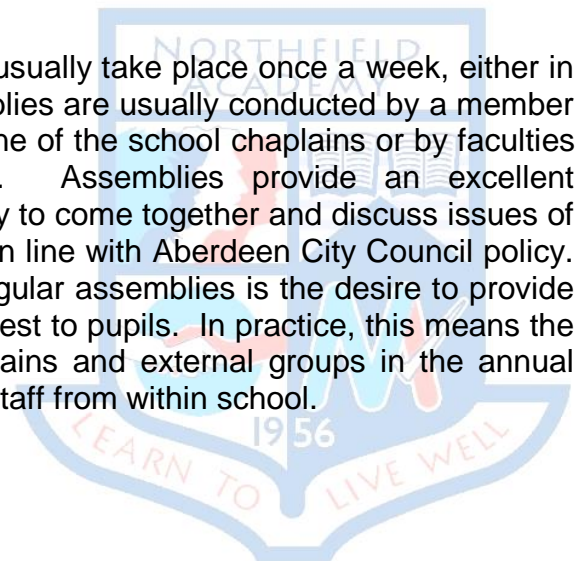
**GENERAL PROCEDURES**

- Senior staff will work closely with parents of victims and bullies
- Incidents of violence will be dealt with seriously
- "Bullying" will continue to be part of PSE coursework
- Senior staff will keep a record of bullying incidents

The anti-bullying policy will be reviewed annually.

**Assemblies**

All pupils attend assemblies, which usually take place once a week, either in their House or Year Group. Assemblies are usually conducted by a member of the Senior Management Team, one of the school chaplains or by faculties to showcase their achievements. Assemblies provide an excellent opportunity for our school community to come together and discuss issues of citizenship, morality and spirituality in line with Aberdeen City Council policy. A vital part of our commitment to regular assemblies is the desire to provide experiences of high quality and interest to pupils. In practice, this means the involvement of pupils, school chaplains and external groups in the annual programme as well as members of staff from within school.



## **Child Protection Guidelines**

Each school has a Designated Person appointed to be responsible for Child Protection matters and specially trained for this task. The nominated senior member of staff who is responsible for Child Protection matters in Northfield Academy is: **Mr Mike Will, Depute Head.**

Should you wish to talk further about Child Protection and the safety of children, please contact the school. This is in line with local authority procedures for child protection.

Where there is a possibility that a child could be at risk of abuse or neglect, the school is required to refer the child to Social Work, the Police or the Children's Reporter, all of whom we have good relationship with. Under these circumstances, the parent would not normally be consulted first.



## *Meet the Staff*

### **Senior Management Team**

Mr Neil Hendry

Dr Joanne Campbell

Mr Ali Dow

Mr Michael G A Will

Mrs Jane Hunter

Head Teacher

Depute Head Teacher

Depute Head Teacher

Depute Head Teacher

School Support Services Manager

### **Principal Teachers of Guidance**

Miss Shona McCracken

Mr Andrew Hose

Mrs Ann Lowson

Principal Teacher

Principal Teacher

Principal Teacher

### **Creative and Expressive Arts Faculty**

Ms Jacqui Yule

#### **ART and DESIGN**

Mr Barry Watt

Ms Lorna Reid

Principal Teacher

#### **MUSIC**

Ms Jacqui Yule

Ms Claire Watt

#### **MUSIC INSTRUCTORS**

Mr Mathew Brechin

Mr Sandy Nicol

Mr Andrew Oag

Mr Gary Sutherland

Music Instructor (Guitar)

Music Instructor (Percussion)

Music Instructor (Piano)

Music Instructor (Brass)

### **Enterprise and Technology Faculty**

Mr Gavin Irvine

#### **BUSINESS EDUCATION**

Ms Kelsey Gibb

Ms Joanne Ross

#### **DESIGN and TECHNOLOGY**

Mr Gavin Irvine

Mr Niall Robertson

Principal Teacher





**Humanities Faculty**  
Mr Paul Rorie  
**GEOGRAPHY**  
Mr Peter Harmer  
**HISTORY**  
Ms Ida Habbab  
Ms Charley Snell  
**MODERN STUDIES**  
Mrs Sandra McGuire

Principal Teacher

**RELIGIOUS and MORAL EDUCATION**

Ms Aisling Dolan  
Mr Paul Rorie  
Mr Michael G A Will  
Ms Charlotte Wilson

**Health and Wellbeing Faculty**

Mr Colin McKenzie  
**HOME ECONOMICS**  
Ms Rachel O'Connor  
Mrs Helen Wilson

Principal Teacher

**PHYSICAL EDUCATION**

Mr Gary Halcrow  
Mr Colin McKenzie  
Ms Cheryl McEwen  
Ms June Potts

**ICT and Mathematics Faculty**

Mrs Brenda Harden  
**COMPUTING STUDIES**  
Mr Gordon Rae  
Mrs Lorraine Main

Principal Teacher

**MATHEMATICS**

Mrs Julie Adam  
Ms Laura Barrie  
Mr Richard Gatehouse  
Mrs Brenda Harden  
Ms Morag Lyon  
Mr Peter Todd

**Language and Literacy Faculty**

Mrs Kathryn Thoires  
**ENGLISH**  
Ms Rachel Craig  
Dr Steven Craig  
Mr Paul Foy  
Ms Carrie McCune



Principal Teacher

Ms Heather Stewart  
Ms Wilma Struthers

### **MODERN LANGUAGES**

Miss Audrey Ross  
Ms Violeta Stefan  
Mrs Kathryn Thoires

### **Scientific Studies Faculty**

Mrs Andrea Strachan

Principal Teacher

### **BIOLOGY**

Dr Joanne Campbell  
Mrs Nena Gear  
Mrs Alison Matthew

### **CHEMISTRY**

Mr Brian Duncan

### **PHYSICS**

Miss Alexis Dean  
Mrs Andrea Strachan

### **Targeted Support**

Mr Tom Watt  
Mrs Samina Chaudhry  
Mrs Angela Cowie  
Mrs Deborah Duthie  
Mrs Arlene Gilleran  
Mr David Lawrence  
Mrs Gemma Smith  
Mrs Heather Troup

Principal Teacher

Mrs Tracy Cross  
Ms Jaki Fong  
Mrs Karen Henderson  
Mrs Leanne McNolty  
Mrs Ann Shand  
Mrs Wendie Reid  
Ms Moira Weir  
Ms Laura Westland  
Mr Charles Wood

Pupil Support Assistant  
Pupil Support Assistant  
Pupil Support Assistant  
Pupil Support Assistant  
Pupils Support Assistant  
Pupil Support Assistant  
Pupil Support Assistant  
Pupil Support Assistant  
Pupil Support Assistant

### **Library**

Ms Karen Shaw



**Resource Coordinator** Mrs Mandy Wilson

**Administration Staff**  
Mrs Teresa Grant School Administrator  
Mrs Lesley Ellis School Support Assistant  
Mrs Louise Forbes School Support Assistant  
Mrs Nicole Goudie School Support Assistant  
Ms Karolina Szymanska School Support Assistant  
Mrs Debbie Wood School Support Assistant

**Family Liaison Officer** Mrs Charity Johnstone

**Home School Liaison Officer** Ms Laura Fraser

**Technician Team**  
Mrs Carole Elrick Supervisory Technician  
Mr David Cadenhead Design & Technology Technician  
Mrs Lorna Cumming Science Technician  
Mrs Julie Gallow Home Economics Technician  
Mr Douglas Leiper Network ICT Technician

**Kitchen Supervisor** Mrs Diane Dawson

**Janitorial Staff** Mr Ian Thomson Facilities Supervisor  
Mr Alan Norrie  
Mr John Noble

