



Rosshall Academy School Handbook



Welcome to Rosshall Academy

As Headteacher of Rosshall Academy, I am delighted to welcome you and your son/daughter to our school. This handbook contains a range of information that you might find helpful.

I hope that this handbook gives you a glimpse of life at Rosshall Academy. We look forward to having you and your child work with us and hope that this will be the start of a strong working partnership.

The leadership team, teaching staff and support staff at Rosshall Academy are deeply committed to our responsibility to make a difference to the life chances of every child attending our school. Knowing that you share this commitment, this handbook has been designed to ensure you can easily access information regarding our ethos, curriculum, opportunities and services that have been designed with your child's development in mind.

I and my staff aim to provide a safe and nurturing environment in which your child can grow, learn and develop. The resources, services and opportunities outlined in these pages are just some of the ways in which we provide that environment. Our overarching aim is to ensure all children in our care are safe, happy and achieving their potential.

Our improvement priorities will continue to focus on the implementation and enactment of a Curriculum for Excellence to ensure that all young people fulfil their potential. Curriculum for Excellence aims to achieve a transformation in education in Scotland by providing a coherent, more flexible and enriched curriculum from 3 to 18. Our curriculum is designed to support every learner to develop knowledge, skills and attributes for learning, life and work.

Pauline Swan
Head Teacher

Last updated 1 October 2022



School Vision & Values

Our vision is that *'all learners will maximise their potential, aspiring to excellence, in a climate of equality, integrity and respect.'*

In Rosshall Academy we will provide a welcoming and friendly environment, which celebrates the diversity of our community.

We aim to ensure that all pupils are successful learners, confident individuals, responsible citizens and effective contributors and prepared to take their place in society. This is achieved through working together with young people, their families and the community, based on a shared sense of direction.



School Information

You can cut out the following information and have it on your fridge, purse or work desk etc. for ease of finding the numbers required.

Contact Details:

Rosshall Academy
131 Crookston Road
Glasgow
G52 3PD
Phone: 0141 582 0200
Email: Headteacher@rosshallacademy.glasgow.sch.uk
www.glasgow-sec.glasgow.sch.uk
<https://blogs.glowscotland.org.uk/glowblogs/rosshall/>



Background information:

Rosshall Academy opened in 2002 and is a co-educational, non-denominational school. All stages are taught from S1-S6. As of September 2022 the school roll was 1241 with a capacity of 1250. Projected S1 intake for August 2023 is 260.

School staff

A full list is available on the school website/school app and parents will be updated on any changes as required.

The leadership team is as follows:

Headteacher: Mrs P Swan
Depute Heads: Mr G Higgins
Mr S Murphy
Mrs R Guile
Mrs K King
Mrs W Stillie

Senior Leadership Team Main Areas of Responsibility



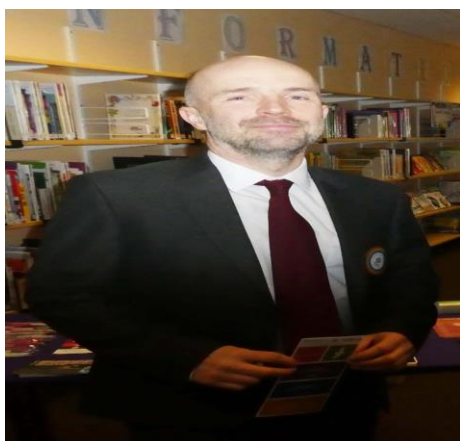
Mrs P Swan – Head Teacher Leadership, management, change and improvement

Safeguarding and Child Protection.
Staff & school Management - Overview of all remits and responsibilities.
Communication
Improvement Planning
School Aims, Vision and Values
Quality Assurance
Finance
Line Management – SLT and Business/Computing
Leave of Absence for all staff



**Mr G Higgins – Depute Head Teacher
Barra House Head and Year Head for S5/6
Tracking, Raising Attainment and qualifications**

**Raising Attainment Strategy
SQA Exams Co-ordinator
Facilities and Campus Management (AMEY)
School Photos
Wider Achievement and Celebrating Success
Awards Ceremony
Line Management – English and Health(PE and HE)**



**Mr S Murphy – Depute Head Teacher
Skye House Head and Year Head for S3
Learning, Teaching and Assessment**

**Learning and Teaching
Assessment/Moderation
CLPL policy and provision
Pupil Voice
S3 Graduation
Literacy and Digital Literacy Across the Curriculum.
Assemblies
Student Regent
Probationer Programme.
Line Management – Performing Arts and Social Subjects.**



**Mrs R Guile – Depute Head Teacher
Lewis House Head and Year Head for S2
Equity, Inclusion and Wellbeing**

**Safeguarding and Child Protection
Inclusion/GIRFEC
Nurture
Attendance and Punctuality
PSHE
Mental Health and Wellbeing/HWB across the curriculum
School Kitchen
School Trips
Line Management – Pupil Support including Pastoral Care, MCR pathways. Home School Support Worker. ASN. EAL, School Counsellors**



Mrs K King – Depute Head Teacher
Iona House Head and Year Head for S1
Transitions, wider achievement, destinations and employability

Transitions P7 – S1
Transitions S2 – S6
Personal Support
Community Engagement
Post School Transitions
Post School Transitions
Line Management – Science and Modern Languages



Mrs W Stillie– Depute Head Teacher
Harris House Head and Year Head for S4
Curriculum, timetable, staffing and personnel

Personnel
Curriculum
School Staffing and Timetable
Health and Safety
Numeracy Across the Curriculum
School Fund
Line Management – RMPS and Maths.



ASSOCIATED PRIMARY SCHOOLS

CARDONALD PRIMARY SCHOOL

1 Angus
Oval G52
3HD
Tel: 0141 883 9668
Email: Headteacher@cardonald-pri.glasgow.sch.uk

CRAIGTON PRIMARY SCHOOL

9 Morven
Street
G52 1AL
Tel: 0141 882 2856
Email: Headteacher@craigton-pri.glasgow.sch.uk

CROOKSTON CASTLE PRIMARY SCHOOL

Glenside
Avenue G53
5SD
Tel: 0141 892 0593
Email: Headteacher@crookstoncastle-pri.glasgow.sch.uk

HILLINGTON PRIMARY SCHOOL

227 Hartlaw
Crescent G52 2JL
Tel: 0141 882 2144
Email: Headteacher@hillington-pri.glasgow.sch.uk

SANDWOOD PRIMARY SCHOOL

120
Sandwood
Road G52
2QY
Tel: 0141 883 8367
Email: Headteacher@sandwood-pri.glasgow.sch.uk



Moving from Primary to Glasgow Secondary

We recognise that the move from primary to secondary is a very important event for young people. We have a close and effective partnership with each of our 7 partner primary schools. This ensures that the move from primary to secondary is as smooth as possible for young people.

We welcome families from outwith our area. Families living outwith the school catchment area are welcome to make a placing request to attend Glasgow Secondary. Prospective parents are welcome to visit the school and should contact the school office.

Further information is available on

<https://www.glasgow.gov.uk/index.aspx?articleid=18426>

The School Day

Monday/Tuesday	Wednesday/Thursday	Friday
Period 1 08.45-09.35	Period 1 08.45-09.35	Period 1 08.45-09.35
Period 2 09.35-10.25	Period 2 09.35-10.00	Period 2 09.35-10.25
Interval 10.25-10.40	Period 3 10.25-10.50	Interval 10.25-10.40
Period 3 10.40-11.30	Interval 10.50-11.05	Period 3 10.40-11.30
Period 4 11.30-12.20	Period 4 11.05-11.55	Period 4 11.05-11.55
Lunch 12.20-13.05	Period 5 11.55-12.45	Lunch 12.20-
Period 5 13.05-13.55	Lunch 12.45-13.25	Period 5 13.05-13.55
Period 6 13.55-14.45	Period 6 13.25-14.15	Period 6 13.55-14.45
Period 7 14.45-15.35	Period 7 14.15-15.05	

The School Office is normally operational between 8.30am and 4.30pm, excluding public holidays.



Rosshall Academy Pupil Timetable



Name _____ Class _____

Period / Time	P1	P2	Interval	P3	P4	Lunch	P5	P6	P7
Day	08.45 – 09.35	09.35 – 10.25	10.25 – 10.40	10.40 – 11.30	11.30 – 12.20	12.20 – 13.05	13.05 – 13.55	13.55 – 14.45	14.45 – 15.35
Monday									
Tuesday									
Period / Time	P1	P2	P3	Interval	P4	P5	Lunch	P6	P7
Day	08.45 – 09.35	Personal Support	10.00 – 10.50	10.50 – 11.05	11.05 – 11.55	11.55 – 12.45	12.45 – 13.25	13.25 – 14.15	14.15 – 15.05
Wednesday									
Thursday									
Period / Time	P1	P2	Interval	P3	P4	Lunch	P5	P6	
Day	08.45 – 09.35	09.35 – 10.25	10.25 – 10.40	10.40 – 11.30	11.30 – 12.20	12.20 – 13.05	13.05 – 13.55	13.55 – 14.45	
Friday									

School Term Dates

Details of holiday dates are available on the Glasgow City Council website:
<https://www.glasgow.gov.uk/index.aspx?articleid=17024>

Pupil Absence

Within Glasgow Secondary School good attendance is encouraged at all times to ensure pupil success. Parents are asked to advise if their son or daughter is going to be absent. This should be done as early as possible on the first day of absence. If the young person is going to be absent for some time, it would be helpful to know at the earliest opportunity. The school uses daily text messaging to inform parents and carers of a young person's absence if no contact is made. All unexplained absence is investigated by the school and appropriate action taken. All calls must be made to the Pupil Absence Reporting Line on 0141 287 0039. The line is open between 08.00-15.30 Monday to Friday. Alternatively, you can use the online form on the Glasgow City Council website at
<https://www.glasgow.gov.uk/index.aspx?articleid=18832>



Medical & Healthcare

The school nurse visits at various times during the year for routine health checks, vaccinations and medical examinations. Parents and carers are kept informed by letter.

If a young person becomes ill during the course of the school day, he/she may require to be sent home. Please ensure that you keep the school informed of all contact details.

Parents and carers should inform the school of any medical requirements relating to their child. If a young person requires medication during the school day, parents must complete the appropriate medical form. This is available on request from the school office.

Emergencies

We make every effort to maintain a full educational service, but on some occasions circumstances arise which lead to disruption. Schools may be affected by, for example, severe weather, temporary interruption of transport, power failures or difficulties of fuel supply.

In such cases, we shall do all we can to let you know about the details of our closure or re-opening by using letters, texts and the local media etc.

School Dress Code

Our school uniform promotes a real sense of school identity, shared values, self-confidence and a shared sense of community. The uniform is actively supported by our pupils, parents and the Parent Council and is of great benefit to our young people.

The school uniform is:

- School blazer
- White shirt
- School tie
- Black trousers
- Black skirt
- Rosshall Hoodie
- Appropriate school footwear

The school tie is available from the school office and the blazer supplier visits the school on an annual basis. The school office can advise on how to obtain a blazer outwith this time.

PE Kit

It is important that pupils come prepared to learn and for PE this requires appropriate clothing. There is an expectation for pupils to wear Rosshall's own PE kit comprising of purple T-shirt and black bottoms. All jewellery should be removed. Pupils who are not participating in PE must have a note or a medical certificate. Pupils who are unable to participate in practical PE should still bring their kit to allow them to assist in the lesson by refereeing, keeping scores or assisting with the distribution of equipment. This ensures that they are still able to take part in some way in the work of the class and do not miss out on the knowledge and understanding of the course.



There are forms of dress that are unacceptable in school, such as items of clothing which:

- Potentially encourage factions (such as football colours)
- Could cause offence (such as anti-religious symbolism or political slogans)
- Could cause health and safety difficulties (such as loose fitting clothing, jewellery)
- Could cause damage to flooring
- Carry advertising particularly for alcohol or tobacco
- Could be used to inflict damage on other pupils

Clothing & Footwear Grants

Parents/Carers receiving Income Support, Job Seekers Allowance (Income Based), Working Tax Credit (check link below for thresholds) Housing Benefit, Council Tax Benefit or Universal Credit (check link below for thresholds) will normally be entitled to monetary grants for footwear and clothing for their children. Information and application forms may be obtained from schools and at <https://www.glasgow.gov.uk/index.aspx?articleid=17885>



School Meals

Our school provides a lunch service which offers a variety of meals and snacks within The Fuel Zone. A breakfast and mid-morning service is also available within The Fuel Zone. Special diets for children with medical requirements can be provided. Please inform the school office. Young people who prefer to bring packed lunches are accommodated in the dining hall. Young people who prefer to bring packed lunches are accommodated in the dining hall.

Children and young people of parents/carers receiving Income Support, income-based Job Seekers Allowance, Working Tax Credit (check link below for thresholds), Child Tax Credit only (check link below for thresholds), Universal Credit (check link below for thresholds) and income-related Employment and Support Allowance are entitled to a free midday meal. Information and application forms for free school meals may be obtained from schools and at <https://www.glasgow.gov.uk/index.aspx?articleid=17885>

Transport

The education authority has a policy of providing free transport to all young people who live outwith a certain radius from their local school by the recognised shortest walking route. This means that the provision of transport could be reviewed at any time. Parents/Carers who consider they are eligible should obtain an application form from the school or at <https://www.glasgow.gov.uk/index.aspx?articleid=17882>





Communication with Parents

At Rosshall Academy we strongly encourage all parents to become involved in the education of their children. We are always ready to listen to suggestions for new ways of stimulating parental interest. We contact and involve parents in many ways. For example:

Newsletters – are sent out on a weekly basis to keep parents and carers informed about the work of the school.

Letters – further information which requires a response may be sent out in letter form.

School website/Twitter/App – will contain a great deal of information about the school. It is a good idea to check this regularly.

Website: www.rosshallacademy.glasgow.sch.uk

Twitter: [@RosshallAcademy](https://twitter.com/RosshallAcademy)

Text messaging – You may also receive text reminders about events/school closures etc.

Meetings - Parents and carers are welcome in the school to discuss any aspect of their child's development and progress. To avoid disappointment, it is advisable to make an appointment. There are various opportunities throughout the year when parents can discuss their child's progress with school staff.

Parents and carers are welcome at other events throughout the school year e.g. workshops, information evenings, class performances, award ceremonies, religious and other assemblies. The school newsletter and website will keep you informed.

Strong communication links between home and school ensure parents and carers are confident to address any concerns they may have about their child's education with pastoral care staff and the senior leadership team.

Emergency Contact Information

At the start of each school session, parents and carers will be issued with the annual data check form. Please ensure that this is completed and returned to the school. It is also important that you let us know if there are changes to your telephone number(s) or to those of your emergency contacts throughout the year.



Data Protection – use of information about children and young people and parents/carers

We collect information about children and young people attending school (and also about parents/carers, emergency contacts etc. provided in the annual data check) to allow us to carry out the Council's functions as the education authority for the City of Glasgow. This may sometimes involve releasing personal information to other agencies and other parts of the Council, particularly in relation to child protection issues or criminal investigations, and it may also be used for research purposes (see the link below for more details regarding this).

Information held by the school is, in legal terms, processed by Glasgow City Council. The Council is registered as a data controller under the Data Protection Act 2018 and all personal data is treated as confidential and used only in accordance with the Data Protection Act, the General Data Protection Regulations, and the Information Use and Privacy Policy approved by the City Council. For more information on how we use personal information, or to see a copy of the Information Use and Privacy Policy, see

<https://www.glasgow.gov.uk/index.aspx?articleid=18010>

Education specific privacy statements can be accessed at <https://www.glasgow.gov.uk/index.aspx?articleid=22069> .

Appointments During School Hours

If your child has an unavoidable appointment, please give them a letter for their pastoral care teacher to ensure that they have permission be absent from class.

Comments & Complaints

In Glasgow Secondary School we aim to have positive relationships across our school community. However, if you have a comment or complaint about any aspect of school life, please contact the Headteacher in the first instance.

Glasgow City Council complaints procedures are available:

<https://www.glasgow.gov.uk/complaints>

Customer Care Team
Customer & Business Services
Glasgow City Council
City Chambers
Glasgow G2 1DU
Tel: 0141 287 0900

e-mail: customercare@glasgow.gov.uk or
education.customerservices@glasgow.gov.uk

The above website also includes information on data protection and freedom of information.

Curriculum

Curriculum for Excellence 3-18

Curriculum for Excellence has been introduced to raise standards of learning and teaching for all 3 to 18 year olds. It aims to help prepare children and young people with the knowledge and skills they need in a fast changing world. As part of Curriculum for Excellence, all children from pre-school to the end of S3 will receive a rounded education known as a Broad General Education (BGE). Curriculum for Excellence is all about bringing real life into the classroom and taking lessons beyond it.

In line with their Curriculum for Excellence entitlement, pupils learn in all 8 curricular areas until the end of S3.

Broad General Education (BGE) S1 – S3

All young people are entitled to a Broad General Education (BGE) until the end of S3. During the Broad General Education, they will have the opportunity to engage and make progress in learning across 8 **Curriculum Areas** at a level up to and including the **Curriculum Levels of Third and Fourth Level** of Curriculum for Excellence. The BGE at Rosshall Academy is divided into two phases and is designed to provide a strong platform for later learning and for successful transition to appropriate qualifications at the right level for every young person. Our Broad General Education runs from August of your son / daughter's S1 until May of their S3 and is structured around the 8 *Curriculum Areas* within 32 x 50 minute teaching periods.

Curriculum Areas

Expressive Arts	Religious and Moral Education	Health and wellbeing	Sciences
Languages / Literacy	Social studies	Mathematics / Numeracy	Technologies

Curriculum Levels

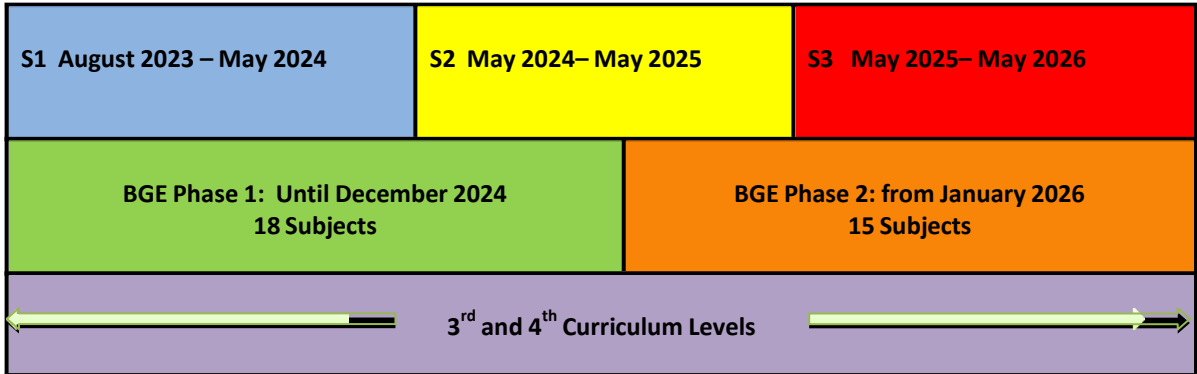
Level	Early		First				Second			Third and Fourth			Senior phase			
Stage	The pre-school years and P1, or later for some.		To the end of P4, but earlier or later for some.				To the end of P7, but earlier or later for some.			S1 to S3, but earlier for some.			S4 to S6, and college or other means of study.			
	Pre-school	P1	P2	P3	P4	P5	P6	P7	S1	S2	S3	S4	S5	S6	FE	
	Pre-school	Primary School						Secondary school				FE				

BGE Phase 1 and Phase 2

Phase 1 of the BGE runs from August of S1 until December of S2. All learners follow a general curriculum, comprising 18 subjects.

Phase 2 promotes additional personalisation and choice, offering some specialism via selected preferences within 4 of the 8 *Curriculum Areas* and reducing to 15 subjects. It is expected that most learners will progress into 4th Level in many aspects of their learning before May of S3, laying strong foundations for more specialised learning, qualifications at the highest level and lifelong learning.

Here is the BGE journey for a young person entering S1 in August 2023





There is also a focus on developing literacy and numeracy skills across every subject area as well as Skills for Learning, Life and Work as young people prepare for their adult lives. In addition, learning takes place in the following ways:

- Inter-disciplinary experiences (working across a range of subjects to link learning)
- Learning through the ethos and life of the school
- Opportunities for personal achievement

The Senior Phase S4-S6

The Senior Phase offers opportunity for specialisation leading to qualifications. Young people aged 15 plus will have a wide range of opportunities to experience learning and achieve qualifications to the highest possible level during their senior phase.

Throughout S3, there is a programme of pupil support to assist pupils and their parents and carers with course choices for National 4/level 4 and National 5/level 5 awards. The pupil support programme seeks to advise pupils about:

- The range of courses available
- The pupil's own aptitudes, interests, strengths and weaknesses
- The importance of individual subjects
- Entrance qualifications & career opportunities

In advising pupils about course choices, we adhere to national guidelines and ensure that pupil choices result in their best chance of success.

In collaboration with the Scottish Qualifications Agency (SQA), we will assess National 1-4 qualifications. Individual courses at National 1-4 levels will not be graded but marked overall as pass or fail.

Courses at the new National 5, Higher and Advanced Higher levels will continue to include work assessed by the school, but for these qualifications, students will also have to pass an additional assessment (usually a question paper or assignment) which will be marked externally by SQA.

The SQA website contains useful information to help you understand national qualifications.



Courses available in S5 & S6

As an inclusive school, we aim to meet the needs of all pupils in S5 and S6. We have strong partnerships with local colleges, Universities and employers. It is extremely important that senior students set challenging and realistic targets. To that end, we offer a rigorous options programme to support and inform student choice. Opportunities for personal development continue within and beyond the taught curriculum. S6 in particular offers senior pupils a range of opportunities to build leadership, communication and team working skills through involvement in a wide range of school and community events.

Encouraging excellence is central to our aspirations and expectations for all young people.

Senior Phase Curriculum Structure

Our S4 – S6 curriculum structure was designed in consultation with young people, parents and staff and is constantly evaluated. Within our current structure, we are committed to:

Giving learners time for study in each subject area in S4 (4 periods per week) allowing for depth, challenge, application and consolidation of learning in order to confidently achieve at the highest possible levels in their senior phase.

Ensuring entry levels for learners are aspirational – your son / daughter should be aiming as highly as they possibly can when selecting subjects.

Ensuring your son or daughter will be supported to leave school entering a positive destination (University College, Training or Employment) having progressed across a range of subject areas and/or tailored skills courses which are appropriate to their skills, abilities and aspirations.



Stage	Number of courses*	Description
S4	7	Most young people study English and Mathematics and select (during term 2 of S3) 5 further courses of study for S4. The 7 subjects are allocated 4 periods per week. In addition, they have core PE, Religious Education (RE) and PSHE.
S5	5	Most young people study English and select (during term 2 of S4) 4 further courses of study for S5. The 5 subjects are allocated 6 periods per week. PSHE and RE events are timetabled throughout the year.
S6	4 / 5	Most young people select 4 or 5 courses of study for S6. The subjects are allocated 6 periods per week. The remaining periods are utilised for wider achievement, leadership and preparation for positive destinations. PSHE and RE events are timetabled throughout the year.

** 'Courses' refers to subjects taught in school, college or university, vocational options, and other accredited programmes of study delivered by curriculum partners.*

S4 Options Process

At Rosshall Academy we offer a 'free choice' for pupils transitioning from the BGE to Senior Phase. The options process is as follows.

- Every pupil will study both English or ESOL(English for Speakers of Other Languages – suitability for this course will be discussed with EAL staff) and Maths or Applications of Maths(the Maths department will advise of the most suitable option for an individual pupil) plus an additional five subjects of the individual's choice.
- Our range of courses for S4 pupils is shown in the Options Table; most subjects are offered up to Level/National 5 levels unless indicated.
- Every pupil will attend core PE, RMPS, PSE and Personal Support.
- In addition to our courses in school, Glasgow Senior Phase College Programme offers a range of college options that senior phase pupils can opt into. These take place on a Tuesday and Thursday afternoon.

S4 Free Choice Options

Administration & IT
Art & Design
Biology
Business Management
Chemistry
Computing Science
Computer Games Development
Cyber Security
Dance
Design & Manufacture
Drama
Economics
French
Geography
German
Graphic Communication
Health & Food Technology
Health Sector
History
Modern Languages for Life & Work
Modern Studies
Music
Music Technology
Physical Education
Physics
Practical Cookery
Practical Electronics
Practical Woodwork
Religious, Moral & Philosophical Studies
Retail Science (N4 only)
Skills for Life & Work Spanish
Sports Leadership

S5/6 Option Form

A	B	C	D	
Administration & IT	Biology	Art & Design	Computer Games Development	Data Science
Biology (H only)	Business Management	Bakery (Level 4)	Dance (N5/H)*	Criminology (L5) with Modern Studies (N4/5)
Chemistry	Chemistry	Computing Science	Economics (H)	Drama
Health Sector (N5)	English	Design & Manufacture	English (or Communications Level 6)	Geography (H)
Engineering Science	Lab Science (N5)	French	ESOL	Graphic Communication
Maths	Physics	History	Modern Languages for Life & Work: German (Level 4/5)	History (H only)
Applications of Maths (N5/H)	Scottish Studies (Level 4/5)	Health & Food Technology	Media (N4/5)	Modern Studies (H)
Practical Electronics (N4/5)		Maths	Music	PE
Practical Woodwork (N4/5)		Applications of Maths N5 ONLY	RMPS	Practical Metalwork (N4/5)
		Politics (H)		Travel & Tourism (N4/5)
				Spanish
	English AH	Art AH	Music AH	Drama AH
			Dance Leadership L6 with AH Performing Skills	PE AH
1ST	1ST	1ST	1ST	1ST
2ND	2ND	2ND	2ND	2ND



SCQF Level *	New National Qualifications	Previous National Qualifications
3	National 3	Access 3 Standard Grade (Foundation level)
4	National 4	Standard Grade (General level) Intermediate 1
5	National 5	Standard Grade (Credit level) Intermediate 2
6	National 6 (new Higher)	Higher
7	New Advanced Higher	Advanced Higher

Religious Observance

Our school is fortunate to have a close link with several local parishes. Our chaplains assists with the Christianity element of Religious and Moral Education and provides opportunities for religious observance. Parents have the right to withdraw their child from religious observance and should inform the school in writing.

In addition, parents and carers from religions other than Christianity may request that their children may be permitted to be absent from school in order to celebrate recognised religious events. Only written requests detailing the proposed arrangements will be considered. Appropriate requests will be granted on up to 3 occasions in any 1 school session.

Useful websites

Education Scotland www.education.gov.scot
 National Parent Forum of Scotland www.npfs.org.uk
 Parentzone <https://education.gov.scot/parentzone/>
 Connect <https://connect.scot/>



Assessment & Reporting

All young people are assessed both formally and informally throughout the school year. This allows young people and their teachers to identify their strengths and areas for improvement. A variety of assessment methods are used to enable staff to pass on information to parents and carers about the progress of their child. Assessment records are kept by teachers and form the basis of discussion at parents' meetings throughout the year.

Dates of all parents' meetings and the schedule for issuing written reports is included in the school calendar which is issued at the start of term and is available on the website.

If you have any concerns about your child's progress do not hesitate to contact their pastoral care teacher at any time.

Support for Pupils

The school has a duty to ensure that all pupils have equal access to the curriculum, with appropriate support for their needs if required. This applies to the content of lessons, teaching strategies and minor adaptations to the school environment. There are a wide range of factors which may act as a barrier to learning and our staff take these needs into consideration when planning lessons and activities. Our Additional Support Needs (ASN) faculty works in close partnership with parents and carers to ensure that they are fully involved in any decisions about support for their child's needs. Our ASN faculty also works closely with our associate primary schools to ensure that appropriate transition arrangements are made for those with additional support needs as they prepare to move into S1.

Any parent or carer seeking further advice regarding this policy should contact the Headteacher in the first instance.

Further information relating to additional support needs is available on the Glasgow City Council website –

<https://www.glasgow.gov.uk/index.aspx?articleid=18941>

Information on the Glasgow City Councils' Parental Involvement Strategy can also be found at <https://www.glasgow.gov.uk/index.aspx?articleid=17870>



Pupil Support Staff

All staff in Rosshall Academy have a clear responsibility for the welfare of young people. In addition, all young people are given a pastoral care teacher on entering the school. This provides a vital link between home and school as the pastoral care teacher has an ‘all-round’ picture of a pupil’s progress and general health and well-being. Where there is an older sibling already at the school, every effort will be made to ensure that younger siblings are placed with the same Pastoral Care teacher. Parents / carers should contact their child’s Pastoral Care teacher in the first instance should they have any queries or concerns related to their child’s progress and wellbeing at school.

House	Pastoral Care Teacher
Barra	Mrs Cawley
Harris	Miss Rankine
Iona	Mr Sherry
Lewis	Mr Simpson
Skye	Mrs Hanley

Every learner has a Personal Support tutor who they see for two 25-minute periods every week. The Personal Support tutor is a regular point of contact for each young person and is involved in supporting learners to discuss and reflect on their progress, achievements and aspirations both in and out with school.

Our ASN faculty provides additional support for learners as required, and our VI Unit provides specialist support for learners with a visual impairment. In addition, we have a team of Support for Learning Workers who provide support to individuals and groups of learners both in and out with class.

We are fully committed to meeting the needs of all pupils and hold regular meetings at which we plan for those who might benefit from additional support. Full discussion is held with parents and carers and outcomes are planned and agreed in partnership.



Visual Impairment Department

Rosshall Academy hosts the Visual Impairment Specialist Service. The term 'visual impairment' refers to a visual limitation or loss which cannot be corrected or compensated for by using spectacles. It is a blanket term which refers to the whole spectrum of loss of vision, from total blindness to useful remaining vision.

The Aims of the VI Specialist Service are to:

- provide essential educational support for visually impaired pupils, their teachers and families;
- to prepare visually impaired pupils for independent living and learning;
- to ensure that pupils with a visual impairment have equality of educational opportunity with their sighted peers.

Support Strategies

The VI Specialist Service is led by our Principal Teacher of Inclusion who will ensure the following strategies are in place to allow VI Staff to provide essential educational support to pupils:

- Visual Assessment
- Teaching
- Mobility
- Technology
- Wellbeing Plans
- Differentiation/Adaptation of materials
- Personal Organisation
- Personal and Social Development
- External Assessment (SQA)
- Peer Group Support
- Monitoring and Evaluation
- Transport

Nurturing City

The Glasgow City Council vision ‘towards the nurturing city’, puts building positive, trusting relationships at the core of our work. We ensure children, young people and families feel they belong, they are listened to and they are valued by embedding the principles of nurture across our early years, primary and secondary establishments. Staff are trained in attachment and nurture which deepens understanding of child development and enhances effective practice by responding to the needs of all children and young people in a consistent and caring way. Nurture is a universal approach which builds resilience, helping to reduce the impact of adversity. Effective communication and collaboration with parents and carers builds an ethos of partnership working putting the child at the centre, fostering high quality learning contexts.

Each of our nurturing establishments contribute to the development of Glasgow as a nurturing city, creating safe environments which allow our children and young people to flourish by raising attainment and promoting positive mental health and wellbeing.

Promoting Positive Relationships

Children’s Rights as outlined in the UNCRC (United Nations Convention on the Rights of the Child) are fundamental to a good school ethos. Adults in our school will work with young people to ensure they are aware of their rights and fully respect the rights of others. Therefore, the approach within Glasgow Secondary School is to build a positive ethos that demonstrates care and respect for all.

The smooth running of Rosshall Academy requires a high standard of behaviour from all within it. We appreciate the support of parents and carers in helping us to achieve this. All pupils are required to behave well and respect their own safety and that of others. This is also important on journeys to and from school.

Our expectations are clearly communicated to young people as outlined in the table below. In most cases, a quiet reminder about expectation is sufficient but in more serious or persistent cases parents will be invited to school to discuss the issue and agree a course of action.

Promoting Positive Relationships Our Expectations	
How do we demonstrate ...	
Respect	Responsibility
Be friendly & show kindness to others	Arrive on time & prepared for learning
Show good manners	Behave positively & co-operate with others
Listen & follow instructions	Work hard in class & ask for help when required
Be honest	Complete all homework
Take care of yourself & others	Be determined to do your best
Be a good role model	

These are the standards which are set for all of our pupils and the behaviour encompassed within each expectation is explained to them at assemblies, Personal Support and PSE classes, and reinforced in all interactions across our school community.

Consistent positive behaviour is rewarded via our *Praise* system and opportunities to participate in *celebration of success* activities and events.

Mobile Phone Policy

- Pupils can use their mobile phones during interval and lunch breaks in the social space or the playground.
- Pupils should not use their phones in any other area of the school or any other time of the school day.
- Pupils must never take photos or video from their mobile phone in any classroom, corridor or any other area of the school.
- Mobile phones are not allowed to be used in the classroom unless at the direct request of the teacher, as a teaching tool.
- Pupils cannot use a mobile phone in an exam – even as a calculator (as per SQA regulations).
- If a pupil is ill, the school office will make contact with the parent / carer. Pupils should not phone home from their mobile or make a direct arrangement with a family member to go home.

The Equality Act 2010 : The Equality Act 2010 supports progress on equality, particularly in relation to nine protected characteristics, which are:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual orientation

“In the school environment only seven of the nine protected characteristics apply to pupils with age and marriage and civil partnership only applicable to adults in school”.

The Equality Act creates a duty on public bodies to have due regard to the need to: eliminate discrimination, harassment and victimisation; advance equality of opportunity; to foster good relations between people who share a relevant protected characteristic and those who do not (known as public sector duty). In practical terms this means that schools and other public authorities have an obligation to ensure bullying by pupils that is related to a protected characteristic is treated with the same level of seriousness as any other form of bullying and that anti-bullying and other relevant policies are assessed against the public sector equality duty.

Homework

Regular, effective homework is an important part of the school day. To this end, every young person in the school has been provided with a Homework Diary. Parents are asked to check this on a regular basis. Homework has many advantages:

- It reinforces work done in class
- It develops good study habits and a sense of personal discipline
- It develops areas of interest that can be followed up later in life and become a leisure pursuit
- It allows parents to see, help and become involved in their child's work

The amount of homework varies in length, nature and frequency depending on the subject. The amount of homework will increase as your child progresses through the school.

Supported Study

This is an important initiative which allows pupils to attend additional classes during lunchtimes, after school and during holiday periods. Large numbers of our staff give generously of their time in this area. Subjects on offer will depend on the staff available to deliver. Pupils will be kept informed of the arrangements.

Parent Council

We have a very active Parent Council that represents the views of all parents. All parents are welcome to attend Parent Council meetings and can become members at the AGM in *September*. Parent Council minutes are available on the Parent Council page of the school website and on request from the school office.

Pupil Council

Our Pupil Council is made up of 2 representatives from each year group. This is an important group which ensures that the views of pupils are heard.



Extra Curricular Activities

We have a wide range of activities that run between Monday – Thursday to extend the learning experience. At the last count, there were 54 lunchtime and afterschool activities on offer. The list constantly changes but our school website is updated to reflect this.

Good links with community organisations and our Active Schools Co-ordinator are vital for the success of these programmes.

School Improvement

On an annual basis, you will receive a copy of our Standards and Quality report. Copies from previous years are available on the school website. The Standards and Quality report will be used to share the overall exam performance of the school and highlights progress in key curricular areas such as literacy, numeracy and health & wellbeing. Our priorities for improvement are detailed in our School Improvement Plan which is discussed with our Parent Council. Any parent or carer seeking a copy of the plan can contact the school office or check out our website.

Useful Contacts

Parentzone Scotland is a unique website for parents and carers in Scotland, from early years to beyond school. The website provides up-to-date information about learning in Scotland, and practical advice and ideas to support children's learning at home in literacy, numeracy, health and wellbeing and science. Information is also available on Parentzone Scotland regarding additional support needs, how parents can get involved in their child's school and education. Furthermore, the website has details about schools including performance data for school leavers from S4-S6; and links to the national, and local authority and school level data on the achievement of Curriculum for Excellence levels.

Useful websites and contacts

Education Scotland www.education.gov.scot
National Parent Forum of Scotland www.npfs.org.uk
Parentzone <https://education.gov.scot/parentzone/>

Connect

Connect is a national organisation that provides advice and resources for parents and carers. www.connect.scot



Enquire Scotland

Enquire is a national advice service for families with additional support needs.
www.enquire.org.uk

Education Services

City Chambers East
40 John Street
Glasgow G1 1JL

Tel: 0141 287 2000

www.glasgow.gov.uk

Parent Council

We have a very active Parent Council that represents the views of parents / carers. All parents are welcome to attend Parent Council meetings and can become members at the AGM in September. Parent Council minutes are available on the Parent Council page of the school website and on request from the school office. A list of current members is also available on the website. The parent council may be contacted via email: chair@rosshallpc.co.uk





Pupil Parliament

Our Pupil Parliament is made up of representatives from each year group who were voted in by developing their own campaign and gaining votes in the polling station. The Pupil Parliament regularly meets with the Senior Leadership Team as well as other members of the school community. We are currently working towards becoming a UNICEF Rights Respecting School through the work of the Pupil Parliament.

Transport

The school is served by first Bus No 3 on Crookston Road and by Crookston railway station a few minutes walking away from the school. It is also near Paisley Road West which is served by a number of buses.

The education authority has a policy of providing free transport to all young people who live out with a certain radius from their local school by the recognised shortest walking route. This means that the provision of transport could be reviewed at any time. Parents/Carers who consider they are eligible should obtain an application form from the school or at <https://www.glasgow.gov.uk/index.aspx?articleid=17882>

The education authority does not provide transport for those pupils in receipt of a **placing request** other than in exceptional circumstances and where appropriate legislation applies