

To all our new Primary 7 pupils

This year the transition will be slightly different to normal. We will have:

- Virtual tour of the school
- Twitter page
- School website
- School App
- Virtual School Assembly
- Contact from your Pupil Support
 Teacher
- Video messages from all the subject areas

It is important that you keep an eye on these in order to keep up to date and see all the exciting things that are happening.



Let's meet some of the staff

Cumbernauld Academy has lots of staff in the building each day so it will take time to get to know them all:

- Head Teacher
- Depute Head Teachers
- Pupil Support Teachers
- Teacher
- Additional Support Needs Assistants
- Office Staff
- Janitors
- Dining Hall Staff
- Many more people who come in and out to support ALL our pupils

So let's meet some that are key to your transition and who you will get to know very well.



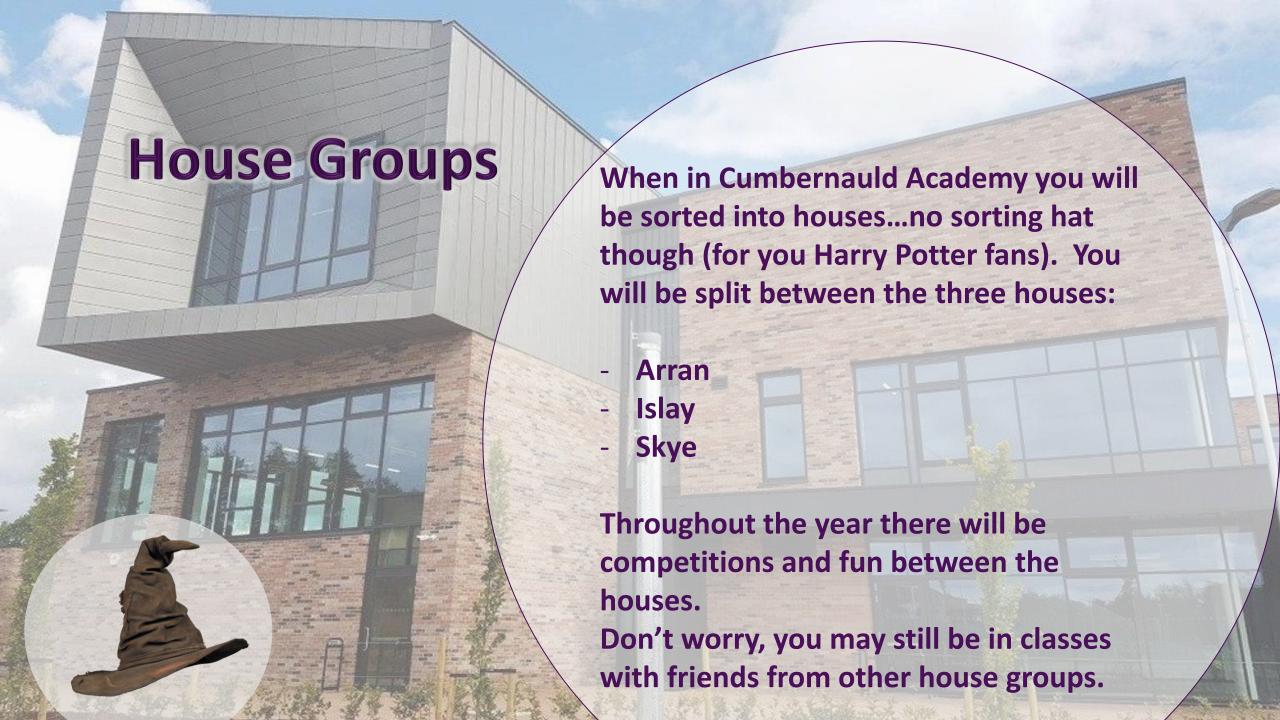
What is Cumbernauld Academy?

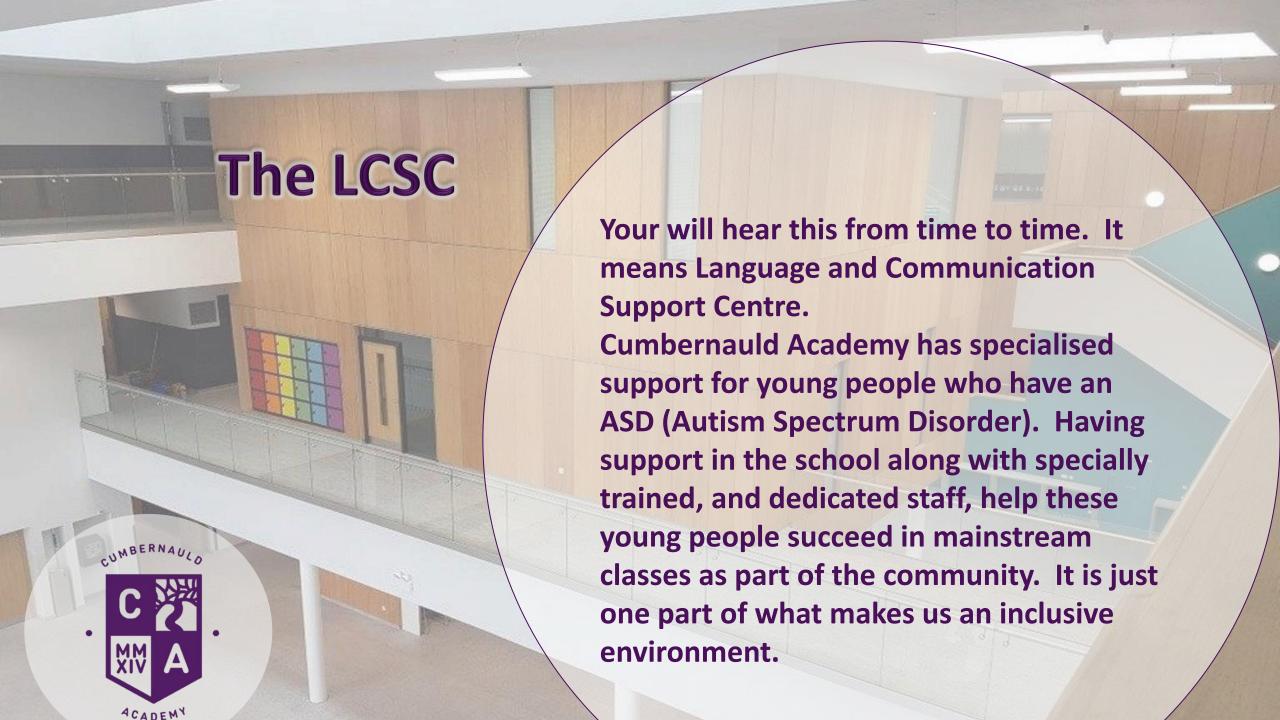
This seems a strange question, it's a school?

Well yes, it is, but it is more than just a building with classes and teachers. To use Mr Cairns favourite phrase..."It's a community". But what does this mean? It means that we are a place where you:

- Can feel safe
- Have your voice and opinions heard
- Be looked after and cared for
- Engage parents and carers in your school life
- Be part of something



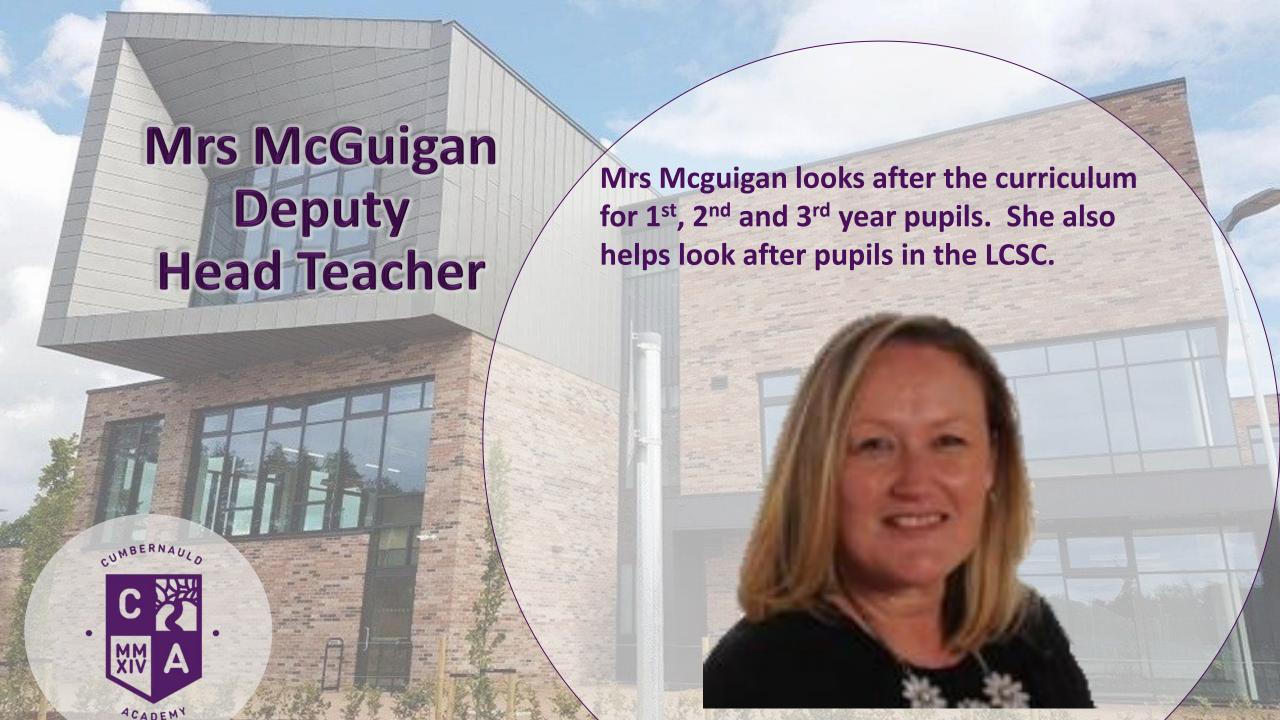
















Mr Hendry has the job of looking after all the exams and qualifications for the older pupils. He also works as part of Islay house.





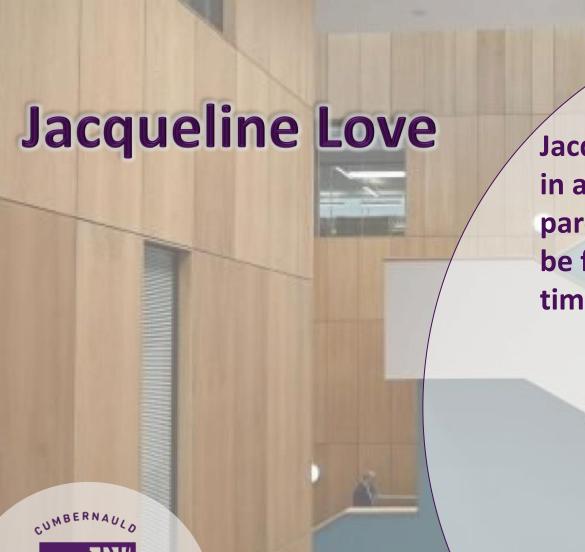


Mrs Lamb Attendance Support

Mrs Lamb works with a variety of pupils to help them focus on their attendance and ensure that they are reaching their full potential

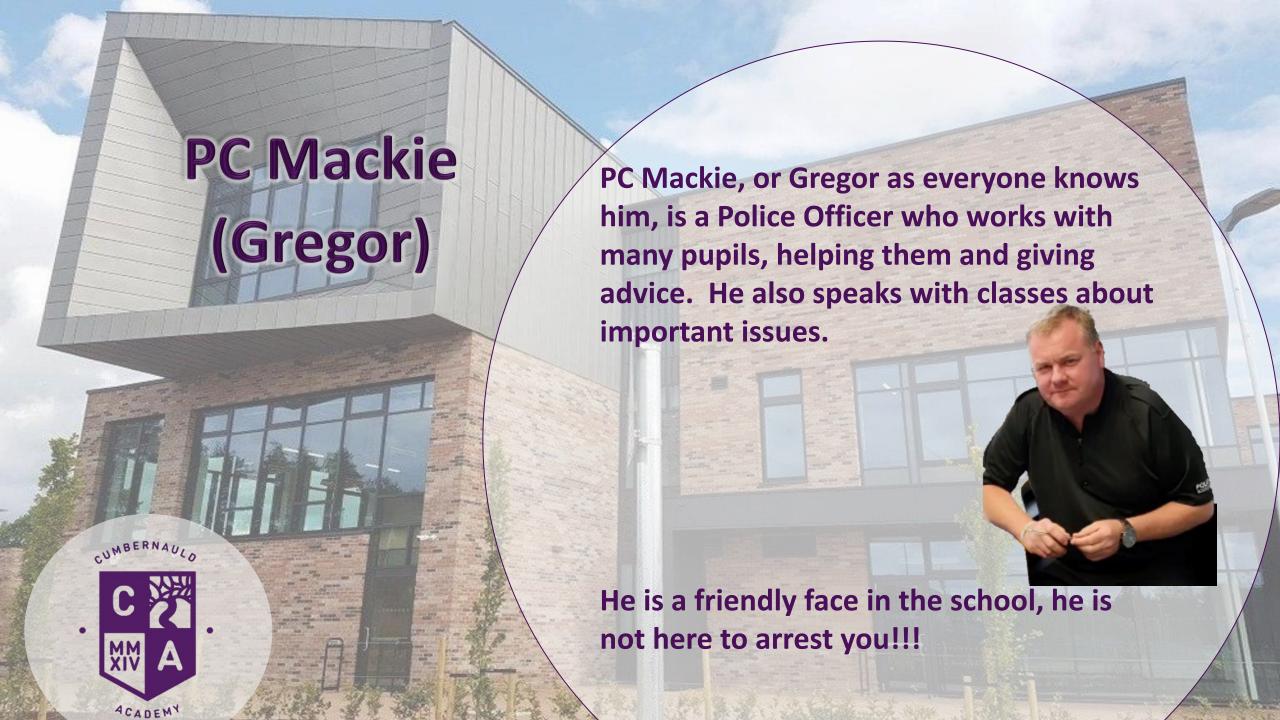


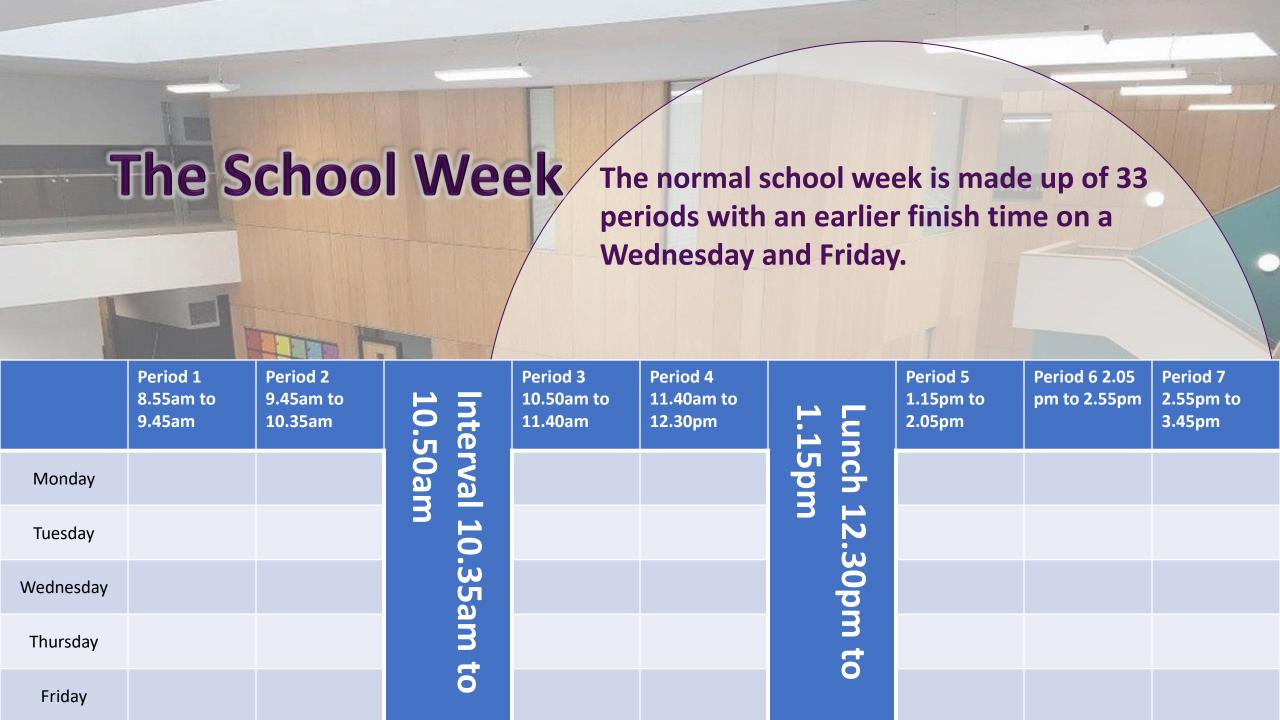


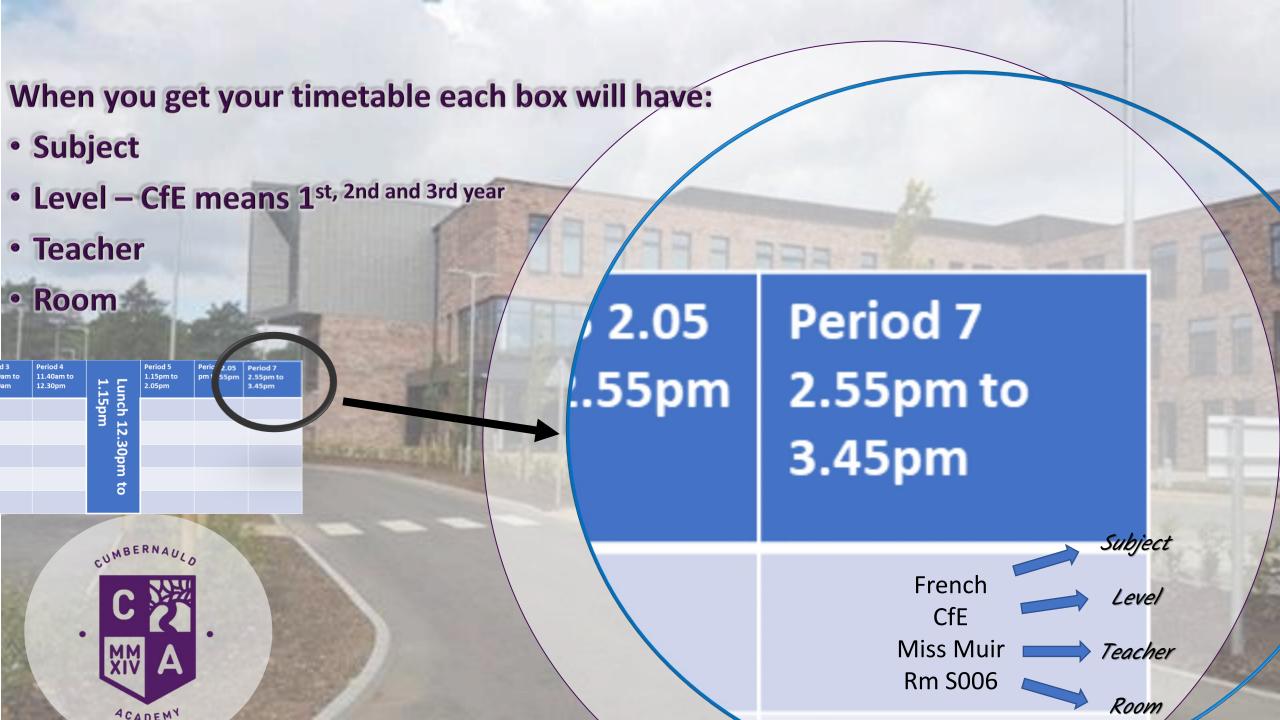


Jacqueline supports many young people in a variety of ways. She links with parents and helps young people who may be finding school a bit too challenging at times.









Finding my way around the school

It may seem complicated at first, but very soon you will be an expert on where everything is.

See the Virtual Tour of the School through the Transition Team on Glow.

Every room has a code like:

- G033 (Mr Lawson's Technical room)
 - **G** means **Ground floor**, room 33
- **F058** (Mrs Murrays Geography room)
 - F means First floor, room 58
- **S034** (Ms Farrow's Art room)
 - S means Second floor, room 38









Breaks and Lunch

Morning Interval

- Lasts for 15 minutes
- You must stay in school during this time
- You can use the social area/dining hall or the playground/yard
- Food can be bought from the kitchen or bring your own snacks

Lunchtime

- Lasts 45 minutes
- We prefer you to stay in school if you can (for safety)
- Use all the same areas as morning interval
- May also be able to access library at certain times with a pass



Who do I go to for support?

Try the Pupil Support question on the

Transition Team on Glow to learn more

about what a Pupil Support Teacher is

and how they can help you.



There are many people who you can go to see for support. You should normally go to you Pupil Support Teacher first. You can also speak to the Depute Head Teacher for the house or Mr Cairns the Head Teacher.

Arran 1

Mrs Milliken

Arran 2

Mr Sheridan

Mr Byers DHT

Islay 1

Miss MacLeod

Islay 2

Mr Waddell

Mr Hendry DHT

Skye 1

Mrs McMillan

Skye 2

Mr Preston

Miss Hart DHT



Questions

Some of the usual questions that new pupils ask are:



What if I get lost?

Older pupils will be there and will help you, senior pupils can be identified as they have purple (not tartan) ties and S6 pupils have purple braiding around their blazers.

If you do get lost the important thing to remember is not to panic and that you can get help

- Other pupils will help you to find your way
- You can ask any member of staff to help you
- Go to the main office or Pupil Support office if it is near you and ask for directions
- Go to the nearest classroom and ask for directions

Will I get bullied?

The school will not stand for bullying so if you are having issues (or you know someone else who is having an issue) then see your Pupil Support teacher, DHT or class teacher immediately. You can speak to us in confidence.

Questions

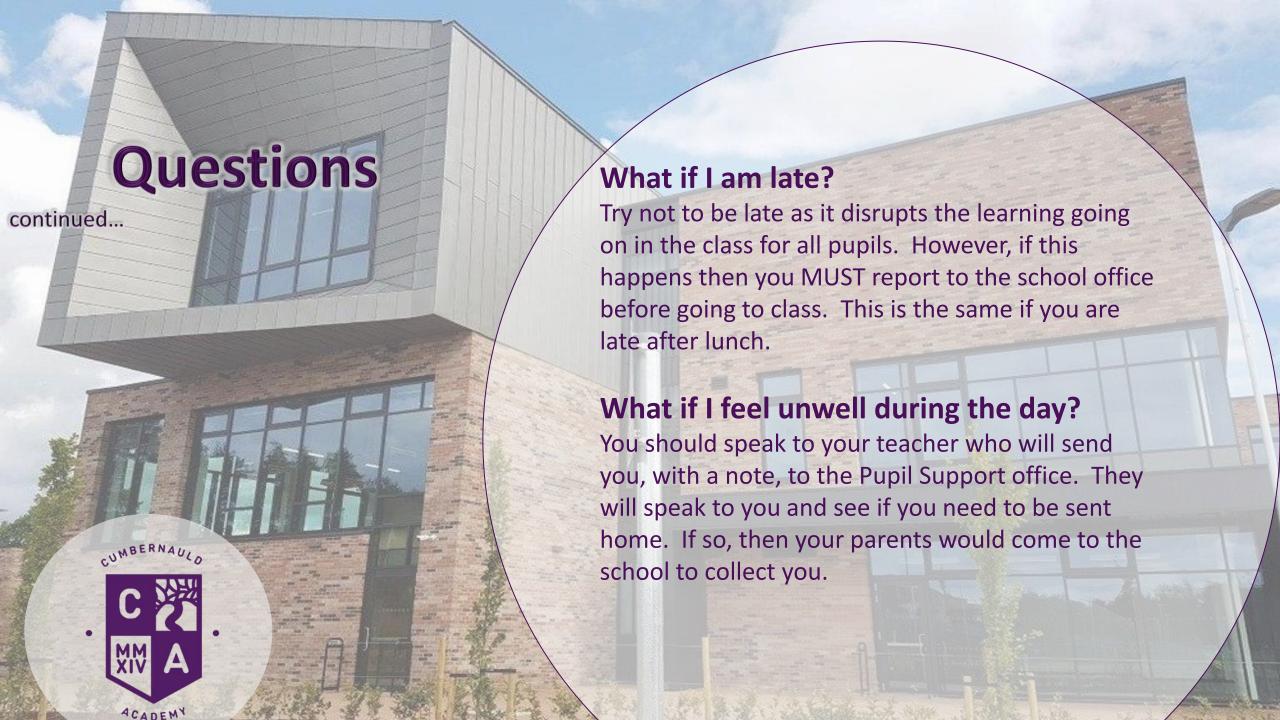
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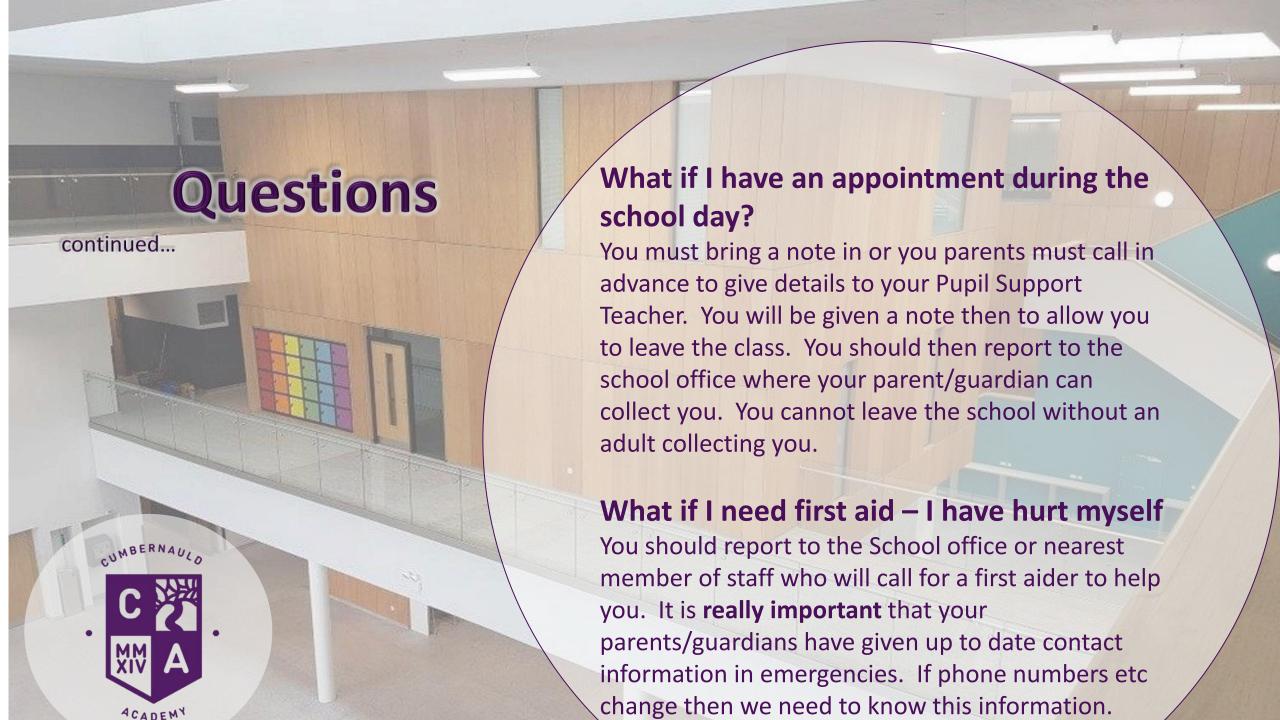


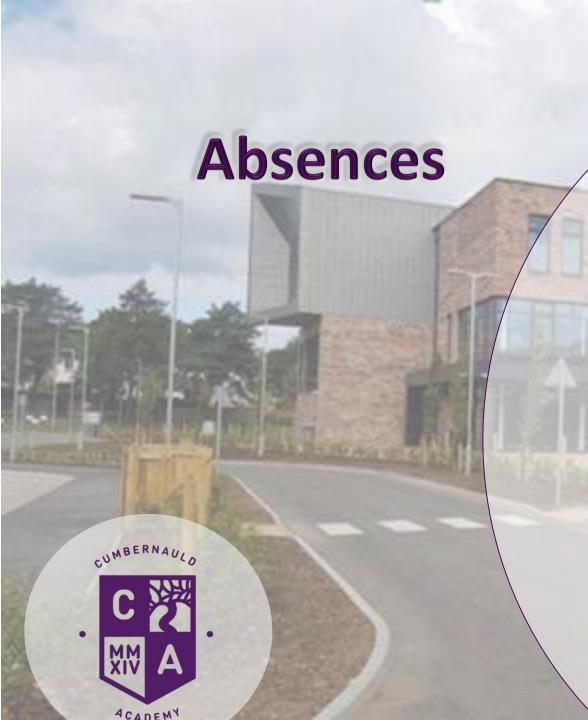
You will be issued homework from a variety of teachers and this may seem difficult at first as you are normally only used to getting it from one teacher. So **TOP TIPS:**

- Write it in your planner (with the date that it is due) and try to complete it as soon as possible.
- Always complete the work that is due the earliest first, don't just go to your favourite subject first.
- Speak to your family to help you find a quiet space and maybe they can support you.
- If you are finding it too difficult then speak to the teacher before it is due.
- If you cannot do a piece of homework (for any reason) then get your parents/guardians to write a short note (you can use your planner for this).









We look to each pupil being in school whenever they can, ideally with attendance at 95% or higher in the year. If you are going to be absent then:

- Give as much notice as possible.
- Phone call in the morning to alert us that you are going to be absent, telling us the reason and how long it is expected for.
- If you are absent longer than expected, then a further call so that we know when to expect you back.
- The same process should be followed for afternoon absences.
- Please note that the school is not allowed to permit holidays during term times. There are procedures that we must follow for this.

School Uniform

All pupils should wear:

- White shirt
- School tie
- Black trousers or skirt
- Black jumper or cardigan (optional)
- Black blazer with school badge
- Black shoes

All items can be orders through our suppliers Baru at http://www.kitmykid.co.uk/Cumbernauld-Academy/

Items that should not be worn are:

- Jeans
- Leggings/jeggings/jogging bottoms
- Shorts
- Hoodies
- Clothing with heavy branding or football colours More info can be found on the school website. This includes the PE uniform.



