

Culloden Academy

New Pupil Handbook



Introduction

Culloden Academy is one of the largest Highland schools with more than 1000 pupils. We are just east of Inverness city, the capital of the Scottish Highlands. Offering an enormous range of sporting, musical, enterprising, drama and cultural activities for our pupils, we also enjoy a relaxed social atmosphere. Our excellent teaching staff work hard in conjunction with high quality facilities to give you an enviable secondary school career and very good skills, experiences and qualifications to take you to your next steps in life.

This handbook aims to share the school ethos with new pupils and to provide information that is helpful as you start your career as a Culloden Academy pupil. We appreciate that not all of your questions will be answered here but hopefully this addresses the key points and gives you the tools to find any further information that you require.

Ethos

Culloden Academy prides itself on being a warm, welcoming and inclusive school where everyone is treated with respect. This is embodied by our school values which can be found displayed in classrooms and on the main staircase.

This ethos is embedded in our Promoting Positive Relationships Policy (see link below) which was introduced at the end of November 2020. This new system replaces our previous behaviour policy which was based around a class transfer system. The new system aims to ensure that both pupils and teachers have their voices heard and communication with parents about this is an important feature.

Respect for everyone in the school community is central to our Promoting Positive Relationships Policy. We aim to ensure that everyone will:

- **Treat everyone respectfully**
- **Work to the best of our ability**
- **Represent the school appropriately at all times**

[Link to Promoting Positive Relationships Policy](#)

We appreciate the importance of the home school relationship and so strive to keep in contact with your parents regularly. This will be through the reporting system, parent's evenings and to celebrate successes but also when things go awry. If you are late to school, parents will be texted and if you have to be removed from class for persistent poor behaviour, parents will be notified. This is to ensure that we are all working together to support you to make good decisions that prioritise your learning and to develop positive relationships with your staff and peers..

Pupil Support

To ensure that all students fulfil their potential, we pride ourselves on having excellent pupil support. We have 6 Guidance Teachers who work extremely hard to help all pupils and to be the link between home and school. If you have any issues, your Guidance Teacher is your first point of contact. They can be found in Room 2 and if they happen to be teaching we encourage pupils to email them to organise a time to meet.

Our Guidance staff are as follows:

Mr Skinner (Clava Picts) - george.skinner@cullodenacademy.org.uk

Mr McKnight (Drumossie Vikings) - kevin.mcknight@cullodenacademy.org.uk

Mr MacDonald (Keppoch Scots) - somhairle.macdonald@cullodenacademy.org.uk

Mrs Watt (Leannach Gaels) - jennifer.watt@cullodenacademy.org.uk

Mr Sawyer - derek.simm@cullodenacademy.org.uk

Mr Wilson - richard.wilson@cullodenacademy.org.uk

Some of our pupils will also be linked with a member of our Support for Learning department. Here we have a team of teachers and PSA's who work extremely hard to ensure that all pupils are supported. Some pupils may be involved with the department for a short time or for the duration of their school career, depending on the nature of the support. We aim to ensure that all pupils are able to achieve to the best of their ability and bespoke arrangements can be made to support pupils in class, in the department, in their assessments and in their transition onto their next steps.

Our ASN staff are as follows:

Mr Morrison - david.morrison@cullodenacademy.org.uk

Ms Jarnes - freya.jarnes@cullodenacademy.org.uk

Mr Robinson - gordon.robinson@cullodenacademy.org.uk

We also have a Children's Service Worker who works in the school and 3 staff funded through Pupil Equity Fund, to assist closing the attainment gap. These additional support staff are invaluable in supporting students.

The School Day

We operate 32 x 50 minute blocks each week which are spread out over 4.5 days, so this means we have a half day on Fridays. The timings of the school day are as follows:

	Tutor	Block 1	Block 2	Block 3	Break	Block 4	Block 5	Lunch	Block 6	Block 7
Mon	8.40 - 8.50	8.50 - 9.40	9.40 - 10.30	10.30 - 11.20	11.20 - 11.35	11.35 - 12.25	12.25 - 13.15	13.15 - 14.00	14.00 - 14.50	14.50 - 15.40
Tues	8.40 - 8.50	8.50 - 9.40	9.40 - 10.30	10.30 - 11.20	11.20 - 11.35	11.35 - 12.25	12.25 - 13.15	13.15 - 14.00	14.00 - 14.50	14.50 - 15.40
Wed	8.40 - 8.50	8.50 - 9.40	9.40 - 10.30	10.30 - 11.20	11.20 - 11.35	11.35 - 12.25	12.25 - 13.15	13.15 - 14.00	14.00 - 14.50	14.50 - 15.40
Thurs	8.40 - 8.50	8.50 - 9.40	9.40 - 10.30	10.30 - 11.20	11.20 - 11.35	11.35 - 12.25	12.25 - 13.15	13.15 - 14.00	14.00 - 14.50	14.50 - 15.40
Fri	8.40 - 8.50	8.50 - 9.40	9.40 - 10.30	10.30 - 11.20	11.20 - 11.35	11.35 - 12.25				

There are two minute warning bells at the start of the day and the end of lunch to ensure you arrive at your lessons in good time. Poor punctuality impacts on your attainment and so we ask that all pupils arrive on time and prepared for their lessons.

We provide you with jotters, a Chromebook and charger, all text books and paper that you need. We ask you to come prepared each day with pens, pencils, any PE kit that is required and the correct books and a fully charged Chromebook.

We strongly urge all pupils to get in the habit of checking their timetable each evening before school and making sure that they have all of the books, equipment and homework that is required for the next day. Not all pupils have lockers and so you will have a lot of books and folders to carry around and so you need to just bring the equipment you need for each day.

Curriculum

Each year group has a different curriculum that they follow.

S1-3 is known as Broad General Education and is sometimes referred to as BGE.

S1 pupils attend all subjects as well as 3 different languages, French, Gaelic and Spanish.

S2 pupils attend all subjects but drop one of their languages, choosing to have 2 blocks per week in one language and just one block per week in the other language.

S3 pupils attend all core subjects and choose one subject from each faculty area, plus one additional option choice from any of the faculties. Ideally your choices in S3 should be the subjects that you would like to take in S4 but they do not have to be as each subject has faculty links so if you can change at the end of S3, should you wish.

The faculty areas are:

- **Languages** - Gaelic, French, Spanish
- **Performing Arts** - Art & Design, Drama, Music
- **Science** - Biology, Chemistry, Physics
- **Social Subjects** - Geography, History, Modern Studies, RMPS
- **Technical** - Graph Com, Practical Woodwork, Product Design

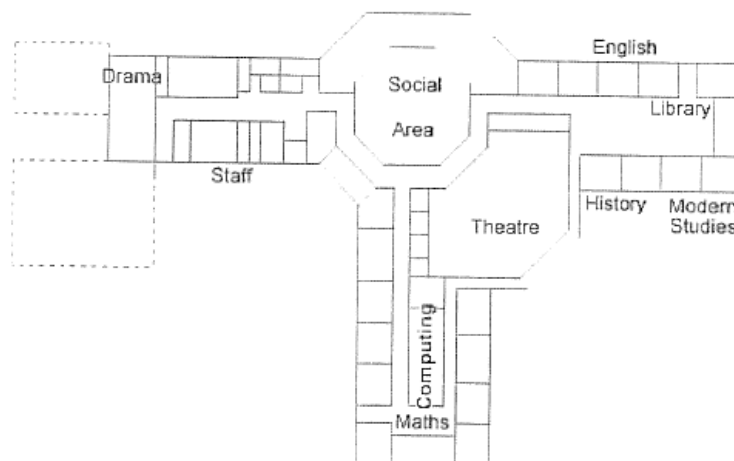
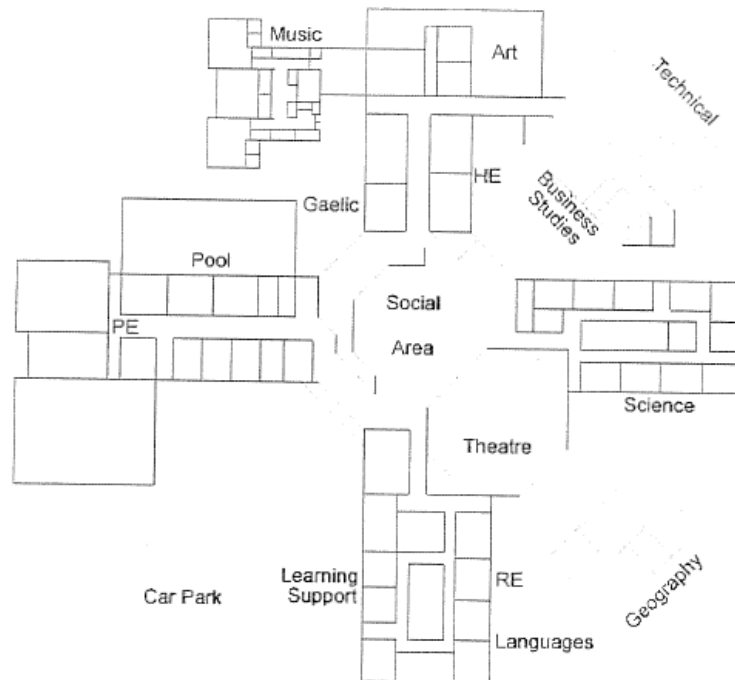
In S4-6 you chose the subjects you would like to be accredited in and this is called the Senior Phase.

In S4 many students sit qualifications at National, 3, 4 or 5 in S4 in 6 subjects and then progress on to the next level of awards in S5 and S6 in slightly fewer subjects. There is quite a lot of variation in the pathway that students take in senior phase but we ask that pupils commit to each subject choice they make and will not leave that curricular area throughout the year without accreditation.

The link is found here [Senior Phase Course Choice](#)

Map of school

When you first join the school you will be assigned a buddy to help you settle in and find your way around the school. The school is undergoing development and so the map is changing to reflect this but the current map is below. You will get an updated map when you start the school and if in doubt, you just need to ask someone.



Uniform

Pupils are asked to dress in a white or black shirt and wear the correct ties for their year group. This is to be paired with a black skirt or trousers and a black cardigan or v-necked jumper is optional. No other logo'd items are essential but jumpers and cardigans with the school logo can be purchased from the school provider, Highland Embroidery.



Ties can be purchased from the school office. The ones in the image are those for S1-4 whilst the S5-6 have a plain purple tie. We have strived to keep the uniform affordable by reducing the number of logo'd items and all students are expected to wear it.

We ask that the black skirt or trousers you wear are plain black and not logo'd with brand names and shoes are sensible/practical footwear for walking around a large site and the sometimes inclement Highland weather.

You will require a change of clothes for PE and although there are logo'd kit available online, any sensible PE kit is acceptable. If you wear trainers to school, you do need a different pair for PE so that gym floors are not scratched or mud is not trodden around the school building after cross country/football etc..

Learning and Teaching

At Culloden Academy we strive to offer you the best possible standards of Learning and Teaching possible. Our staff work hard to make lessons dynamic and interesting and we ask that all pupils engage fully in the process of learning so that you can work in partnership with the teachers.

Your lessons will include a variety of activities which allow you to deepen your knowledge and understanding of topics and to develop skills for learning, life and work. This will include individual, pair and group activities which will help to consolidate your learning. You will increasingly be able to take responsibility for your own learning, benefiting from learning conversations with teachers and agreeing on your next steps. Our staff are all adept with the GSuite tools for education; this includes the use of Google Classroom. Your parent/guardian will be able to get a weekly summary report as part of this process.

As one of the largest schools in the Highlands we are proud of the broad range of subjects which we offer, which means that pupils are ideally placed to develop skills which help them become more “career ready”. This includes opportunities in the Senior Phase in areas such as Construction, Furniture making, National Progression Awards in subjects like Drama, and Photography.

Chromebooks

As a member of Culloden Academy you will be issued with a Chromebook and charger to use both at school and at home. You are expected to bring it each day, fully charged and to ensure that you use it responsibly.

You will be expected to read and adhere to the digital vision and acceptable use policy, which can be found [here](#)

Digital Vision:

‘If used appropriately, digital technology can act as a powerful, flexible and engaging tool for teachers that can enhance what they already do so well; teach our children and young people and get them ready to engage with the next phase of their lives’.

More details can be found at <https://www.digilearnhighland.co.uk/parents-carers>

In partnership with the Highland Council, Culloden Academy will provide every pupil in S1 – S6 with a Chromebook and a range of digital learning tools and resources to assist and enhance their learning at school and at home. Pupils will use their Chromebooks in school and are allowed to take their Chromebooks home.

In order for this to happen successfully and smoothly all parties involved (*pupils, parents/carers and the school*) must agree with all of the terms and conditions outlined below.

As a pupil, I:

- Agree to the Highland Council Acceptable Use Policy which can be found here:
- <http://www.digilearnhighland.co.uk/aup.html>
- Understand that my Chromebook is to help me with my learning;
- Agree to look after my Chromebook carefully at all times;
- Agree to charge my Chromebook every night and bring the Chromebook into school fully charged;
- Agree to always store my Chromebook in an appropriate school bag when outside my class;
- Agree to only use my Chromebook in lessons when instructed to by my teacher and close it or put it away
- when my teacher says so;
- Agree to only use programs on my Chromebook that my teacher has agreed I can use in the lesson;
- Agree to only use my Chromebook to record audio or video clips with the clear and explicit permission of
- everyone involved in the recording;
- Agree to never access inappropriate content on my Chromebook;
- Agree to not removing any security markings and not putting any graffiti on my Chromebook;
- Will immediately report any damage, loss or theft to the school;
- Agree to only use the Chromebook charger supplied to charge up my Chromebook;
- Agree to report any technical problems to the school.

Your parents/carers also have a set of terms and conditions that they must agree to and you will be given details of this when you enrol .

Transport

If you are eligible for free bus transport to and from school, you can register here

[Apply for school transport | School transport | The Highland Council](#) . You are expected to conduct yourself appropriately whilst travelling on the bus and following both the school and bus staff's rules.

If you cycle into school we advise you to wear a cycle helmet and reflective clothing and there are various places to secure your bike during the day but you are responsible for locking your bike securely. All pupils who travel to school independently are asked to be mindful of other road/pavement users, to cross roads safely and using crossing points where possible.

If you are dropped off/picked up from school by parents we ask that the car pulls in near to the school as opposed to driving into the carpark/school grounds. This causes significant congestion and increases the chance of accidents with cars moving around as pupils stream in and out of the school. We appreciate that there are some pupils whose need requires them to be dropped off at the front doors and this should be discussed with your Guidance Teacher or ASN staff.

This is not a complete summary of all you need to know about the school and this can be found in the main school handbook where everything is covered in much greater detail. This can be found at the link below.

<https://cullodenacademy.com/wp-content/uploads/2021/02/Culloden-Academy-Handbook-December-2020.pdf>

We hope this Pupil Handbook is helpful to help you settle into your new school and if there are any questions your Guidance Teacher or any staff member will be happy to help.