



Meldrum Academy

Parents' Information Booklet 2014/2015



Please keep this booklet for reference throughout
the session

INTRODUCTION

This booklet contains 4 sections of key information for parents.

1. School Calendar dates for the school session

This summarises all of the key dates in the school year including holidays, in-service days, parents' evenings and dates when reports are issued.

Information about the system for obtaining appointments with staff on each Parents' Evening will be distributed in advance of the evening.

Should it be necessary to amend the pattern of events in the School Calendar we will keep you informed

2. Charges for course consumables

This section summarises information on all of the essential charges that are made for consumable materials within certain departments.

3. Snowstorm Arrangements

Full documentation will follow in due course but included in the reference booklet is some key information.

4. School Contact details

Contact details for the school.

Should you have any queries about the details contained in this booklet then please get in touch with the school and we will be pleased to help.

WEEK BY WEEK DIARY OF KEY EVENTS - 2014/15

AUGUST 2014	
Monday 18	IN-SERVICE
Tuesday 19	School opens for pupils
Friday 22	LIVE-N-LEARN (S6 Induction 'Step-Up')
Monday 25	Tempest Individual Photographs (All Pupils) - Assembly Hall
Tuesday 26	Geography Higher Field Trip PT Meeting - 1 (4:00 - 5:00 pm)
Wednesday 27	'Welcome to all staff' Social Committee Beetle Drive (4:00pm) Parent Council Meeting (7:15pm Staff Room)
SEPTEMBER	
Wednesday 3	Extra Curricular Clubs Event - Assembly Hall
Friday 5	MAAG - Pupil Council Meeting (P5) Advanced Higher Creative Writing Workshop
Saturday 6	Phil & Aly Concert in Assembly Hall
Monday 8	Advert for Residential Trips released S5/6 Work Experience Week
Thursday 11	Collection of Essential Course Charges from S2 Pupils S1 Welcome Disco - Assembly Hall (7.00 - 9.00pm)
Friday 12	Collection of Essential Course Charges from S1 Pupils
Tuesday 16	Workshop and Personal Statement Writing S6 only (Assembly Hall pm only)
Wednesday 17	S6 Higher Education Convention (am only)
Monday 22	S4 Work Experience
Tuesday 23	HPV Immunisation Session 1 (Girls only)
Wednesday 24	Geobus Visit for all S2 pupils (Social Subjects Faculty)
Friday 26	European Languages Day
Tuesday 30	S1 & S2 Lepra Fundraiser S1 Parents Evening (5:00 - 7:30pm)
OCTOBER	
Wednesday 1	P7 Numeracy Event (Maths Faculty) - Assembly Hall all day Parent Council Meeting (7.15pm Staff Room)
Thursday 2	Inter House Games S1 - S3
Monday 6	Rotary Young Musician Event - Assembly Hall (7:00 pm)
Wednesday 8	S2 Parents Evening (5:00 - 7:30 pm)
Thursday 9	MAAG - Pupil Council Meeting (P5)
OCTOBER HOLIDAY : Monday 13 - Friday 24 October 2014	
Monday 27	NAB 1 / CUA Opening Window (AA's)
Tuesday 28	S1 Lepra Assembly (9:00am)
NOVEMBER	
Monday 3	Skills Scotland Event AECC (S4 tbc S5 & S6)
Tuesday 4	SAAS Presentation - Period 7 (S5 Pupils) SAAS Parents Presentation 6:30pm (Assembly Hall)
Wednesday 5	Safe Drive Stay Alive (S5 pupils)
Thursday 6	Senior Maths Challenge
Friday 7	S4 Comment Report
Tuesday 11	National Oil & Gas Skills Week - Education day at AECC
Thursday 13	Lepra Slide-athon in Assembly Hall (P3 & 4) S4 Parents Evening (5:00 - 7:30pm)
Friday 14	NAB 1/CUA Window Closes
Monday 17	IN-SERVICE
Tuesday 18	IN-SERVICE
Wednesday 19	IN-SERVICE
Thursday 20	S3 Tracking report issued
Friday 21	LIVE-N-LEARN (S4 'Mindset for Exams')

Wednesday 26	Parent Council Dragons' Den (6.00 - 7.30pm) Parent Council Meeting (7.45 - 8.45pm Staff Room)
Friday 28	S5/6 Comment Report S1-3 Parents Open Afternoon (Assembly Hall & Staff Room- pm only)
DECEMBER	
Tuesday 2	S5/6 Parents Evening
Wednesday 10	Senior Citizens Concert in Assembly Hall (pm) Christmas Concert in Assembly Hall (7:00pm)
Monday 15	NAB 2 /CUA Opening Window Pupils Christmas Dance - Junior (S1-S3) - Assembly Hall (7.30-9.30pm)
Tuesday 16	Pupils Christmas Dance - Senior (S4-S6) - Assembly Hall (7.30-9.30pm)
Thursday 18	S4/5/6 Cyber Security Lecture at RGU (BEIT Faculty)
CHRISTMAS HOLIDAY : Monday 22 December 2014 - Friday 2 January 2014	
JANUARY 2015	
Monday 12	S3/4 S5/6 - Collection of Essential Charges
Wednesday 14	P7 Open Evening - Assembly Hall, tour of school (6:00 - 7:30pm)
Thursday 15	MAAG - Pupil Council Meeting (P5)
Friday 16	NAB 2 / CUA Window Closes
Monday 19	NAT 5 Starts Work Experience 'Mop Up' Week S4 - S6
Tuesday 20	DTP Immunisations (S3 only)
Thursday 22	Burns Supper - Assembly Hall (7:00-9:30pm)
Friday 23	S2 Tracking Order issued
Tuesday 27	NAT 5 Prelims End
Wednesday 28	Higher & AH Prelims Start Parent Council Meeting (7:15 Staff Room)
FEBRUARY	
Thursday 6	Intermediate Maths Challenge
Friday 6	Higher and AH Prelims End S3 Comment Report issued
Friday 13	OCCASIONAL HOLIDAY
Monday 16	MID-TERM HOLIDAY
Tuesday 17	IN-SERVICE
Wednesday 18	IN-SERVICE
Monday 23	Tracking Report National Qualifications S4/S5/S6 & Level Letters issued
Tuesday 24	MMR Immunisations (S3 only)
Wednesday 25	S3 Parents Evening (5:00 - 7:00pm) & S3 Options Evening (7:30 - 8:30pm)
Thursday 26	MAAG - Pupil Council Meeting (P5) S4/5/6 Options Evening
MARCH	
Wednesday 4	S2 Options Forms to be returned Parent Council Meeting - 4 (7.15pm Staff Room)
Thursday 5	World Book Day Tempest Group Photographs (Assembly Hall)
Thursday 12	World Maths Day
Friday 13	S4/S5/S6 Options forms due in
Thursday 19	MAAG - Pupil Council Meeting (P5)
Friday 20	Last day for change of NQ Level

Tuesday 24	HPV Immunisations Session 2 (Girls Only)
Monday 30	Head Boy/Girl, House Captain process starts Meldrum Sports Bursary Forms handed out to S6 pupils
APRIL	

EASTER HOLIDAY : Monday 06 April - Friday 17 April 2015	
Monday 20	All pupils return to school after Easter holiday
Friday 25	Head Boy/Girl, House Captain deadline for applications Meldrum Sports Bursary Forms completed by applicants S4/S5/S6 Last Day
Tuesday 28	Start of SQA Exams 2013 - Exams Start
Wednesday 29	Parent Council Meeting (7.15pm Staff Room)
Thursday 30	Junior Maths Challenge
MAY	
Friday 1	S2 Comment Report Issued
Monday 4	MAY DAY HOLIDAY
Wednesday 13	Sports Heat Day
Thursday 14	ALEC Health Input (S1 pupils provisional) All Day
Friday 15	ALEC Health Input (S1 pupils provisional) All Day
JUNE	
Monday 1	OCCASIONAL HOLIDAY
Tuesday 2	All Pupils return from Study Leave S2/S3/S4/S5/S6 New Timetable starts
Thursday 4	House Captains, Head Boy/Girl & Prefect Interview Process begins
Friday 5	End of SQA Exams 2013
Tuesday 9	P7 Induction P7 Information Evening - Assembly Hall & whole school (6.00-7.30p)
Wednesday 10	P7 Induction
Thursday 11	P7 Induction
Friday 12	House Captains, Head Boy/Girl & Prefects appointed
Wednesday 17	Parent Council AGM Meeting - 6 (7.15pm Staff Room)
Thursday 18	MAAG - Pupil Council Meeting (P5)
Thursday 25	CBC Open Day - Display of S1/S2 Pupil Work Awards Ceremony (Evening) - Assembly Hall & Staff Room - 615pm, start for 7.00-9.30pm
Tuesday 30	Petrochallenge 2015 TBC
JULY	
Wednesday 1	Petrochallenge 2015 TBC
Friday 3	Last day of Session 2014/15
SUMMER HOLIDAY : Monday 6 July - Friday 14 August 2014	

SESSION 2014 - 2015 *(Occasional Days TBA)*

AUGUST 2014	
Monday 18 August	IN-SERVICE
Tuesday 19	School opens for pupils
OCTOBER 2014	
OCTOBER HOLIDAY : Monday 13 - Friday 24 October 2014	
NOVEMBER 2014	
Monday 17	IN-SERVICE
Tuesday 18	IN-SERVICE
Wednesday 19	IN SERVICE
DECEMBER 2014	
CHRISTMAS HOLIDAY : Monday 22 December 2014 - Friday 2 January 2015	
FEBRUARY 2015	
Monday 16	MID TERM HOLIDAY
Tuesday 17	IN-SERVICE
Wednesday 18	IN-SERVICE
APRIL 2015	
EASTER HOLIDAY : Friday 03 April - Friday 17 April 2015	
MAY 2015	
Monday 4	May Day Holiday
JULY 2015	
SUMMER HOLIDAY : Monday 6 July - Friday 14 August 2015	

CHARGES FOR COURSE CONSUMABLES

In line with other schools across Aberdeenshire, Meldrum Academy requires to levy some charge towards items described as consumables within particular subject areas. This usually refers to items which pupils can take home e.g. Art and Design and Design and Technology projects, dishes made in Home Economics etc. We believe it may be helpful for you to know how much money you are likely to be asked for throughout the session. It would be helpful if you could alert your child's Pastoral Care teacher to individual circumstances which, at any time, may cause any particular difficulties with payment.

Class teachers will remind pupils when a payment is due, according to the guideline calendar below. Please note that all cheques should be made payable to '**Aberdeenshire Council**'. In line with council policy, all payments for £10 or more will be issued with an Aberdeenshire Council receipt for your records.

ESSENTIAL CHARGES - SESSION 2014/15

S1

DEPARTMENT / FACULTY	CHARGE	PAYMENT TIME	INFORMATION
Design Faculty	£10.00	September	This payment covers the cost of specialist materials and sketchbook.

S2

DEPARTMENT / FACULTY	CHARGE	PAYMENT TIME	INFORMATION
Design	£10.00	September	This payment covers the cost of specialist materials.
Home Economics	£30	September	Owing to food safety issues, pupils will be provided with all ingredients along with a container to take food home in. Fabric will be provided for design and make tasks.

S1 & S2 Only:

It is proposed to collect money from all **Second year** pupils on **Thursday 11^h September** and from **First year** pupils after assembly on **Friday 12^h September**. Payments will be collected in the foyer during Period 2.

Would you please ensure that your daughter/son comes to school that day with a cheque for the appropriate amount (**£10 for S1 pupils and £40 for S2 pupils**). If you would rather pay the sum involved in more than one instalment I would be grateful if you would contact the appropriate Principal Teacher of Pastoral Care before the collection date to discuss alternative arrangements. All cheques should be made payable to '**Aberdeenshire Council**'. Please note that if your daughter/son is entitled to free school meals this also covers the cost of the practical courses and no payment is required.

CHEC

S3

DEPARTMENT / FACULTY	CHARGE	PAYMENT TIME	INFORMATION
Art & Design	£5	August	This payment covers the cost of specialist materials
Chemistry	£3	June	Chemistry at Work - Aberdeen University. Charge to cover travel costs.
Design & Technology	£5	August	This payment covers the cost of specialist materials
BG H.E.	£60	Pupils may pay instalments of £30 June & October	The units within this course involve a considerable amount of practical. The department will provide all ingredients & containers.
Performing Arts <i>Drama</i>	Cost Unknown		To attend at least one performance as part of the course. Price to include ticket and transport.

S4/5/6

DEPARTMENT / FACULTY	CHARGE	PAYMENT TIME	INFORMATION
Chemistry & Physics	£4	February	Field Trip to St Fergus Power Station. Charge to cover travel costs.
Design & Technology <i>Design & Manufacture</i>	£10	September	This payment covers the cost of specialist materials. <i>There may be an additional charge for materials depending on final project and preference of student i.e. oak or mahogany)</i>
Design & Technology <i>Graphic Communication</i>	£5	September	This payment covers the cost of specialist materials.
Design & Technology <i>Practical Woodwork</i>	£10	September	This payment covers the cost of specialist materials.
S4 Cont.....			
N4	£80 £40 + £40	June October	This all food costs. The department will provide all ingredients & containers.
Hospitality N5	£90	Pupils may pay instalments of £45	The units within this course involve a considerable amount of practical. The

		June and £45 in October	department will provide all ingredients & containers.
Film and Media	£10	October	Key DVD text and production consumables.
Performing Arts <i>Drama</i>	Cost Unknown		To attend at least one performance as part of the course. Price to include ticket and transport.

S5

DEPARTMENT / FACULTY	CHARGE	PAYMENT TIME	INFORMATION
Art & Design	£10	September	This payment covers the cost of specialist materials.
Design & Technology <i>Graphic Communication</i>	£10	September	This payment covers the cost of specialist materials.
Design & Technology <i>Woodworking Skills</i>	£10	September	This payment covers the cost of specialist materials.
Higher Biology & Higher Human Biology	£4	June & December	1 field trip and 1 lecture each in June and December respectively. Charge to cover travel costs.
English	£3-£4 £7-£10 £7-£10	Variable Variable Variable	A4 Lever-arch ringbinder to organise notes/handouts. Chosen Text for Personal Study. Own copy of class text

S5 Cont.....			
Maths	£2	September	£2 (Non-refundable) Strongly recommended to own a calculator
Media Studies Course	£15 (Covers S5/6)	October	Key DVD text and production consumables.
Performing Arts Drama	Unknown	Variable	Cost as yet unknown to attend 2 performances as part of the course. Price to include ticket & transport.

S6

Art & Design	£10	September	This payment covers the cost of specialist materials.
English	Unknown	Variable	<ul style="list-style-type: none"> • Chosen texts for Dissertation • Lever-arch file for organising resources • Occasional extras - bus contribution writing courses etc.
	£7-£10	Variable	<ul style="list-style-type: none"> • Own copy of Dissertation/ class texts

S5/6 Personal Attainment Tracker

This is a document issued to all S5 and S6 pupils. It is essentially a diary of homework results, folio work, unit assessment/NAB marks and Prelim results. It is arranged on a subject basis and has additional space for targets and strategies to help ensure success in reaching these targets. It will be used by class teachers, Year Head and Depute (Raising Attainment) within the school, and can be used by yourselves, as a basis for discussion with your son or daughter at home about their progress this session. Pupils will be expected to keep their PAT up to date. Your assistance in encouraging this would be appreciated.

Opportunity To Purchase Other Curricular Items

Some departments/faculties may be able to provide the opportunity to purchase some items at cost price, which could offer a saving if you were intending to purchase any of these items at some point. Materials for Art and Design, Graphic Communication, Graphic calculators in Maths, CDs and floppy discs in Computing are examples of such items. In S3 Art & Design, pupils will be able to buy a pack of art materials for use at home and a folder to enable safe transportation of work to and from school. We will keep you informed of such opportunities, and again provide a receipt for any payments over £10.

Excursion/Trip Opportunities

As the school's curriculum develops, it is likely that there will be the opportunity for pupils to take part in a variety of fieldwork trips/excursions. These form a valuable part of the learning experience. However, as you know, transport costs for such activities is high and often beyond what can be sustained by normal school budgets. Your child may have the opportunity to take part in such trips and it is likely that we will have to ask you for a contribution to the cost of transport in these cases (2013 cost is £4 for travel within Aberdeenshire). We will inform you as far in advance as possible of any such excursions.

Vandalism

To make all parents and pupils aware, malicious damage (vandalism) must be funded by the school from the same budget that all school resources are funded from. Therefore a door deliberately broken, a toilet flooded or signs destroyed will mean that money earmarked for computers, school books or extra curricular events may require to be postponed or cancelled entirely.

Parents and pupils should therefore also be aware that where specific pupils have been identified as having caused the damage a Council invoice will be raised to the parents for the cost of making good that damage. This invoice will be raised through the Councils debt recovery system and will be pursued using the Council normal debt collection procedures. These procedures culminate in any outstanding debt being passed to the Sherriff Officers.

We know that the vast majority of pupils deplore such damaging acts and their vigilance results in most of the culprits being identified. The school has employed a mobile covert video camera system and it is hoped that this will reduce the number of such instances in the future.

SNOWSTORM ARRANGEMENTS

As you know, the weather during winter can become severe quite suddenly. There are three ways of obtaining information in the event of bad weather:

1. RADIO

Details of buses being cancelled and school closure will be broadcast on NECR (102.1 FM), Northsound 1 (96.9FM) and BBC Radio Scotland (92.7-94.5 FM)

2. ADVERSE WEATHER TELEPHONE INFORMATION SERVICE

This allows parents to listen to a recorded message from the school. When severe weather warnings are received the school will endeavour to keep the telephone information service updated.

HOW TO USE THE SERVICE:

- Dial Aberdeenshire Council's access number : **0870 054 4999**
- Now enter **Meldrum Academy's** pin number : **02 2820**
- You will now hear our school's name. Ensure that this is correct before going on.
- You will now be taken to the **MAIN MENU** where you will be given several options.
 - **PRESS 1** : to hear our school's message about the adverse weather (e.g. whether or not the school is to close or if transport arrangements have been affected).
 - **PRESS 4**: enter the pin number for another school within the authority.
(Parents may have children who attend different schools. This option allows you to move from one school's messaging service without having to dial in again)

3. ABERDEENSHIRE WEBSITE

Information about the school closures can be obtained on www.aberdeenshire.gov.uk and clicking on the Learning Tab/ Schools/ School Closures.

SCHOOL CONTACT DETAILS

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