



HOLYROOD
ACADEMY



WELCOME TO YOUR NEW SCHOOL

WORK HARD | BE KIND | JOIN IN



Welcome to Holyrood Academy.

Welcome to Holyrood Academy. Thank you for putting your trust in us to educate your child. I am aware that this is a great responsibility and would like to assure you that it is one which we take very seriously.

At Holyrood, our beliefs about education are very simple: we believe that every student, regardless of background or ability, should be supported and challenged to achieve the very best they can. Academic achievement is of paramount importance here and education has a unique power to unlock doors to opportunities in the future - this is the core purpose of Holyrood. Holyrood has a diverse and extremely talented student body, of which we are very proud. We encourage all children to Work Hard, Be Kind and Join In!

Alongside their academic pursuits, we believe that students' participation in music, art, drama, sport and student leadership opportunities as well as their involvement in trips and visits are of vital importance in developing their wider skills and experiences.

We are a comprehensive school and as such we are absolutely committed to making sure that every child's ambitions are nurtured and encouraged. Alongside this and of equal importance is the wider set of opportunities that students get to experience success on the stage, in the art studio, on a trip or on the sports field.

We make no apology for wanting our students to achieve fantastically well whilst enjoying school in a happy and safe environment.

I hope you find everything you need in this booklet to help your child settle in to life at Holyrood.

I am very much looking forward to working with you all in the future.

A handwritten signature in black ink, appearing to read 'Mr MacCormick', written in a cursive style.

Mr MacCormick, Headteacher



Welcome to Holyrood Academy.

Hello to all of you and welcome to Holyrood Academy. I am delighted to welcome you all to our school community and family.

Here at Holyrood, we are excited for you to begin your journey here with us. We have an experienced staff body who will support you in your transition from Primary to Secondary education. We all understand this is a big step for many of you, but please remember there are lots of friendly faces to help and support you!

I am a PE and Maths teacher by trade. I am incredibly passionate about these two subjects, which I look forward to sharing with you.

Our motto at Holyrood is to 'Work Hard, Be Kind and Join In'. The more you put into life at Holyrood, the more you will get out of it. I have extremely high expectations of all my students. I am here to support and guide you through the next 5 years of formal education and I will do this relentlessly. You are now part of the Holyrood family and I would like you to embrace every challenge and opportunity that is presented to you. We are all here to help you succeed and we want you to succeed.

I look forward to meeting you all very soon.

A handwritten signature in black ink, appearing to read 'Mr. Walker-Jones', written in a cursive style.

Mr Walker-Jones, Head of Year 7

At Holyrood we...

- Provide students with a safe, well-ordered and caring environment in which to learn.
- Provide a welcoming environment for everyone, ensuring their knowledge, expertise and opinions are valued.
- Have a clear Behaviour Policy in place to encourage good behaviour.
- Value and respect each student as an individual.
- Provide an appropriate curriculum to meet the needs of all students.
- Provide the best possible facilities for effective learning with high quality teaching and support.
- Set each student appropriate learning targets and assess progress regularly.
- Encourage all students to achieve their best in all aspects of Academy life.
- Record and reward each student's efforts and progress.
- Provide parents with regular progress updates and meetings, and keep them informed about Academy life.
- Listen to and respond promptly to concerns, and contact parents or carers should an issue arise.
- Monitor and ensure good attendance and punctuality.



Year 6 into 7 Transition

We are looking forward to two days of transition activities for all Year 6 students this year on the **10th and 11th of July**. At this time, students will meet their tutor, their tutor group and try lots of different aspects of Holyrood life.

There will be a Parents Evening on the **10th July** for parents to also meet the tutor and find out about such matters as uniform, transport, peripatetic music, and our catering provision.

In addition to this our new Year 7 students will have the first day in school in September 2023, without students from other year groups, except Year 12. This will allow them to familiarise with our setting ahead of the return for all other students. Mrs Rose, our primary transition co-ordinator will be working exclusively with Year 7 for the first term to ensure a smooth transition.



Daily Timetable

If arriving/departing by car please be aware that the main entrances to the Academy can become very congested. Therefore we would encourage you to drop off/collect in Glynswood (where students can walk through Ash Grove) or Furnham Church car park (where students can cross safely at the traffic lights).

Time	Lesson/Break
8.00am	Buildings open to students
8.30am	1 st Bell - students move to Tutorial
8.35am - 8.55am	Tutorial
9.00am - 10.00am	Lesson 1
10.05am - 11.05am	Lesson 2
11.05am - 11.20pm	<i>Break</i>
11.25pm - 12.25pm	Lesson 3
12.30pm - 1.30pm	Lesson 4
1.30pm - 2.05pm	<i>Lunch</i>
2.10pm - 3.10pm	Lesson 5
3.10pm	End of Academy day
3.10pm onwards	Enrichment activities



Equipment

The following is a list of the basic equipment students will need so that they are prepared to learn:

- A school bag / rucksack
- Blue or black pens
- Purple Pen
- Pencils
- Ruler
- Eraser
- Calculator (these can be purchased via the Maths Department or from the Learning Centre)
- Geometry set
- A reading book (this can be borrowed from the Learning Centre).

A Prep Book and a clear plastic case will be provided.

Basic stationery items can be purchased from the Academy's Learning Centre.



Icons copyright (from Noun Project): school bag by Vectorstall | pencil case by Ikpoh from Noun Project | compasses by yosef | protractor by King Design | calculator by Icon Solutions

Here to help

TUTOR

First point of contact for all routine issues and general concerns and monitoring tutees interim reports.

YEAR LEADER

For issues concerning learning, achievement and academic progress.

CURRICULUM LEADER

For subject specific information or concerns.

LEARNING SUPPORT

To support students with additional learning needs.

WELFARE TEAM

To support students with mental health issues, safeguarding matters and student vulnerability.

People available to help

YOU

LEADERSHIP TEAM, HEADTEACHER & CEO

For issues not resolved after all other channels have been explored.

CAREERS ADVISOR

To help students with career development.

Academy Uniform

The Uniform and PE Kit have been designed with cost in mind, ensuring that where possible Academy logos have been kept to a minimum allowing you to purchase items from many local retailers, including supermarkets.

- Holyrood Academy blazer with embroidered logo. This is available from Barrons of Chard.
- Plain black tailored trousers / plain black tailored skirt. Trousers must not be leggings, leggings-style, skinny-fit or any style of jeans. Skirts must be no more than 3" (7.5cm) above the knee and must not be made of stretchy or T-shirt material
- Holyrood Academy jumper with embroidered logo* (optional).
- Holyrood Academy tie. This is available from Barrons of Chard.
- Plain white collared formal shirt. This can be a cotton blouse or shirt with any sleeve length.

- Plain black, flat, closed toe shoes - shoes must be plain black all over and must be closed toe. School shoes must not be boots or heels, but can be made of any material. For avoidance of doubt, plain black means that they are fully black and have no colour on them at all, including coloured labels, coloured logos or coloured soles.
- All socks must be black.
- All tights must be black.

Any member of staff can ask a student to abide by the Academy Dress Code.

Where a student does not follow the Academy Dress Code, the Academy reserves the right to withdraw the student from normal classes and in some circumstances a student may be sent home. In all cases the Headteacher's decision is final.



Academy PE Kit

PE Kit - Boys and Girls Compulsory Kit

- Holyrood logo PE T-shirt
- Plain black shorts (mid-thigh in length)
Shorts can have a small logo but must not have stripes or multiple colours.
- Holyrood Academy socks
- Trainers

PE Kit - Optional/Recommended items

- Holyrood logo Multi Sports shirt *
(essential for team sports matches)
- Holyrood logo Quarter Zip or Full Zip long sleeved top
- Holyrood logo leggings or Holyrood logo jogging bottoms
- Plain black base layers
- Football/Rugby boots with studs
- Shin pads (essential for football/hockey matches)
- Gum shield (essential for hockey/rugby matches)



Items Not Permitted (Uniform and PE Kit)

Jewellery - It is not appropriate to wear excessive jewellery to Holyrood Academy, as in many activities jewellery is a health hazard. Students may however, wear the following items of jewellery:

- A single small stud or sleeper in the lobe of each ear.
- A single small nose stud in one nostril, which must be removed for PE and must not be a nose ring or a piercing in any other part of the nose.
- A simple discreet finger ring.
- A wrist watch.
- Other rings, bracelets, necklaces or similar jewellery are not to be worn.

Make-up - any make-up worn must be discreet. Fake eyelashes, fake nails or nail varnish are not allowed. Facial piercings - eyebrow, tongue, lip or face studs, rings or bars are not permitted.

Tattoos (real or fake) - are not appropriate in the Academy and are not allowed.

Hair colour must be natural and extreme haircuts are not acceptable.



Our Curriculum

Holyrood Academy is committed to a traditional learning journey for our students, which leads to **academic success**. All students study the core subjects of English, Maths, Science and Physical Education throughout their time at Holyrood.

PDP (Personal Development

Programme) This programme covers three core strands: 'Health and Wellbeing', 'Relationships' and 'Living in the Wider World'. All topics are contextualised for the relevant key stage.

Relationships and Sex Education (R&SE)

This programme is tailored to meet age-appropriate physical and emotional needs. Parents/carers have the right to withdraw their children from all or part of the RSE programme, except for statutory provision within the National Curriculum for Science. Should parents/carers wish to take such a step, they will be invited to discuss it with a year leader at the Academy. If they decide this is still necessary, the Academy will provide information for other sources of support to enable the parent/carer to meet their responsibility in providing alternative RSE.

Students make their **option choices** during **Year 9** and begin their GCSE courses in Year 10. This approach is designed to support and challenge students to get the highest possible achievement by the end of Year 11. This also involves students in the design of their own curriculum as early as possible, leading to greater engagement and motivation to succeed.

Students at Holyrood Academy study one **Modern Foreign Language**, either French, Spanish or German in Years 7, 8 and 9.

In Years 10 and 11, students have the opportunity to continue with this language and to also begin a second language.

In Year 7, students are set in classes based on their ability in **Maths** and **Science**. Set changes are based on regular class assessments conducted during the year. We will notify parents when such set changes are made. All other subjects are taught in mixed ability classes in the first instance.

The Holyrood Way

In Years 7, 8 and 9 students will follow the 'Holyrood Way'. This is a knowledge-based approach to homework that helps to prepare students for the rigors of GCSEs and A Levels. Students are expected to complete learning tasks using their half-termly Knowledge Organiser booklet, and then self-test on their ability to retain this knowledge. The Holyrood Way has been initiated in response to considerable increases in subject content at GCSE and A Level. It ensures that our students have excellent study habits and routines long before they begin their GCSEs.

Independent learning is essential to the success of students at Holyrood Academy. We expect our students to complete 5 hours of homework per week from Year 7. Homework timetables are available on the school website, and on the front of each Knowledge Organiser. The Knowledge Organiser also offers advice to students and parents on how the content of each subject can be learnt.



SEND

At Holyood we believe all children and young people are entitled to an education that enables them to make progress so that they: achieve their best; become confident individuals living fulfilling lives; make a successful transition into adulthood

Holyrood Academy has existed to serve its community since 1910. Above all, we exist to promote social mobility and social justice for all regardless of ability, need or background.

We ensure that curriculum planning, assessment and teaching and learning for children and young people with special educational needs and disabilities takes into account and makes reasonable adjustments for these needs.

This is achieved through knowledge and understanding of each student as individuals. Children and young people identified as having SEND needs will receive provision that is additional to and different from the quality first teaching delivered in the classroom.

Holyrood is committed to delivering a broad and balanced curriculum to all students as set out in the Academy's teaching and learning policy. The Academy will meet the needs of children and young people with special educational needs and disabilities in a graduated and timely manner following the principles of assess, plan, do and review.

Further information regarding our SEND provision can be found on our website or by contacting Mrs K Wilson (SENCo) or Mrs S Watson (Depty SENCo).



ATTENDANCE AND HEALTH

At Holyrood Academy we try our very best to ensure that every student is successful.

It is well known that attainment is linked with attendance and statistics show that students who attend school regularly not only enjoy academy life to the full but attain high grades. At Holyrood we work to support both students and parents if attendance becomes a problem. Parents are legally responsible for the good attendance of their child and the Local Authority will take appropriate legal action in response to cases of poor attendance.

Lateness to school: Students arriving late can miss the beginning of lessons which may have a negative effect on attainment. We do understand that sometimes lateness is unavoidable, particularly in the instance of the school bus being late and we would make allowances for these cases. However, the Academy gates are locked at 8.30am.

Students late after 8.30am need to register at the Upper Site Reception to gain access to the site. We have a legal obligation to close the register after the first 20 minutes of morning and afternoon sessions. If your child is late by less than 20 minutes they will be given a late mark, and you will be notified by text message. Students who are late without a valid reason will be set a detention on the same day.

Somerset County Transport Department is responsible for **transport arrangements** for schools/academies in Somerset and can be contacted on **0300 123 2224** or at **transport@somerset.gov.uk** Opening hours are Monday to Friday 8am-6pm and Saturday 9am-4pm.

Holidays: Due to changes in The Education (Pupil Registration) (England) Regulations 2006 all Academies/schools may not grant leave of absence during term time, therefore no term-time holidays will be authorised for students. Authorised leave of absence to take family holidays can only be granted by the school in exceptional circumstances. If holidays are taken during term time, this may lead to a Penalty Notice being issued by the Local Authority.

Of course we recognise that **illness** will occur and occasional absences are unavoidable. In these instances please telephone **01460 260100**, as early as possible, for each day of absence, to notify us. If you have not notified the Academy of your child's absence, you will receive an automated voice message asking you to contact the Academy to explain any absence. If the absence is likely to be lengthy then arrangements can be made for you to collect work so your child does not fall behind.

If your child feels unwell during Academy hours, our First Aid staff will assess the situation and, if necessary, contact you to come and collect your child.

It is the parent/carer's responsibility to keep the Academy updated with any medical information relating to your child.

We would ask that where possible, **medical and dental appointments** are made outside of Academy time. If this is unavoidable, evidence of the appointment and a note should be provided for your child to present to their tutor or Reception staff. Your child would then sign out via Upper Site Reception and sign back in upon their return. The student should only be out of school for the minimum amount of time necessary and only half a day of absence will be authorised.



BEYOND THE CLASSROOM

Sport

Every student has the opportunity to participate in extra-curricular sport, which takes place during lunchtime and after school. There are representative teams for many sports in each year group. Inter-tutor sport competitions are also arranged throughout the year with our **Sports Day** as a particular highlight.

Our **Sports Teams** regularly experience huge success in the Somerset District and the South West. We also have many links with sports clubs within the community and we use their expertise whenever possible to support sport development at the Academy.

Performing Arts

If music and drama are your child's passion, there is so much on offer at Holyrood Academy led by our hugely talented and inspirational staff.

Instrumental tuition at Holyrood is provided by dedicated music teachers. Joint and individual lessons are currently available on brass, strings, woodwind, piano, drums and guitar. For further information please contact the Academy on **01460 260100**.

Educational Visits

During each student's career at Holyrood Academy there are numerous opportunities to study or make cultural visits locally, within the UK and abroad.

Language study trips are organised and **field courses** are also an important feature of all students' work in Geography.

Other trips planned for the upcoming year include Cambodia, Germany and London.

Duke of Edinburgh (DofE)

From Year 9, students have the opportunity to take part in the DofE programme. As the highest completing centre locally for Bronze, Silver and Gold awards, Holyrood Academy runs a fantastic DofE programme for students.



BEYOND THE CLASSROOM

Work Experience / Careers

Students in **Year 10** have the opportunity to participate in a week of work experience. As well as giving students a first hand experience of the world of work, which often results in increased motivation when they come back to the Academy, it also helps the Academy to maintain a good working relationship with local businesses, industry and the local community.

The Academy employs an **Independent Careers Advisor** who meets with all students during Year 11 and Sixth Form.

The Academy has very strong links with a number of universities, and students have the opportunity to visit campuses including Oxford, Cambridge, Exeter, Plymouth and Bournemouth.

Learning Centre

Our Learning Centre is open from 8:00am to 4.20pm on Monday - Thursday (3.30pm on Fridays) and provides a unique supportive environment for all students. As well as having 35 computers, it also has a wide selection of fiction and non-fiction books, magazines and many other resources to support learning.

Homework Club is held in the Learning Centre Monday - Thursday 3.10pm -4.20pm. Members of staff are always on duty to help students. Students have the opportunity to apply to become student librarians and support the Learning Centre staff. Ad-hoc film clubs, book clubs, competitions and activities are held throughout the year.

Enrichment

Holyrood Academy believes that the social mobility is achieved through engagement in opportunity. We offer a huge range of extra curricular clubs for students to engage with.



BREAK AND LUNCHTIMES

Holyrood Academy offers a healthy and wholesome selection of food and snacks at break time and lunchtime from the Upper Site Hall, Upper Site Food Pod and the Lower Site Hall. Breakfast is available between 8.00am and 8.25am from the Upper Site Hall and the Food Pod. Students can pre-order food at break time for quick collection at lunch.

Our Food Service Offer from Innovate

We offer an extensive range of food options using many fresh ingredients, prepared by skilled staff, providing all students with an opportunity to meet the nutritional needs and maintain the energy levels needed to learn and achieve. In addition we also run country and curriculum-themed special menu days.

Cashless Catering System

The Academy operates a cashless catering system, where students use a **biometric system** (thumbprint scanning) which allows us to serve food faster, reduces queuing time and means that students do not need to carry cash around during the school day. For parents who do not provide permission for the biometric system, individual pin numbers are issued. The **default daily limit** for food purchases is set at £4.00, but this can be increased by writing to the Academy.

Payment for school meals can be made via the **on-line payment system** or the **top up machines** situated outside the Learning Centre on Upper Site or in the Lower Site hall. The **online payment system** also allows parents to see what food has been purchased by their child and to pay for visits and learning resources.

Students who are eligible for **Free School Meals** won't be identified by other students, as they also have their finger scanned and their accounts are automatically credited with their allowance for the day; parents/carers can choose to top up this amount. Details on how to apply for FSM can be found on the Academy website or by contacting the Academy. The Academy runs a **breakfast club** between 8.00am and 8.25am. Students who are identified as benefiting from FSM funding are also entitled to a free breakfast.



AWARDS AND SANCTIONS

House System

At the start of Year 7, all students will be placed in one of four Houses ([Denslow](#), [Stringfellow](#), [Bondfield](#) or [Gillingham](#)). During the year, they will be able to take part in competitions, represent the school at sporting fixtures or produce good work in lessons to be awarded house points for their efforts.

Praise Postcards

Postcards are sent home to students in recognition of their work and effort.

Discipline and Rules

It is our belief that parents wish their children to attend an Academy which is well structured, well organised, well disciplined and where there is a strong emphasis on learning. To this end we seek to be firm, fair and consistent, aiming to encourage all students to develop self-discipline and to behave positively at all times. Our rules are simple and embedded in the principle that all students should show consideration for one another and staff at all times. Holyrood Academy operates a 'Restart Room' approach to embed positive behaviour expectations both in and outside the classroom. All students are made aware of our expectations and the consequences should these not be followed.

NB Students may not leave the premises at lunchtime without special written permission.

Students who disregard any of the above, or who show insufficient effort in their work, may be detained during lunchtime or after school for extra work.

Students have ample opportunity during their time at the Academy to accept positions of authority and responsibility. For example, student representatives are selected and trained in Year 8 to act as Guides to visitors to Holyrood Academy. In Year 9, students are selected to be Buddies for the new Year 7 students. In Year 11 students can apply for positions within the Prefect Team and in Year 12 they can join the Senior Team and be voted in as Head Boy and Head Girl.



KEEPING UP TO DATE

Our website, www.holyrood.uat.ac is a great way of keeping up-to-date with everything going on at the Academy. In addition, we use a text/email service to communicate information to parents and carers.

Our Twitter feed [@HolyroodAcademy](https://twitter.com/HolyroodAcademy), Facebook account [Holyrood Academy](https://www.facebook.com/HolyroodAcademy), and Instagram account [holyroodacademy](https://www.instagram.com/holyroodacademy) are also great ways to find out what students at the Academy have been getting up to. Please refer to the website for any further information.

If you require any more information or have any questions please do not hesitate to contact us at:

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Zembard Lane
Chard
Somerset
TA20 1JL
Tel: 01460 260100 / e-mail: office@holyrood.uat.ac



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-  Parking
-  Disabled Parking
-  Fire Assembly Points
-  Student Medical Room



**Zembard Site
 (Upper Site)**

**Furnham Site
 (Lower Site)**

VISITORS PLEASE REPORT TO RECEPTION.

- | | |
|--|---|
| UPPER SITE | LOWER SITE |
| 1 Main visitor reception | 17 Music Block |
| 2 Main Hall | 18 G Block |
| 3 Cover room | 19 Sixth Form (D Block) |
| 4 Main Block - A & B Block / Learning Centre | 20 Sports Hall |
| 5 Courtyard | 21 H Block / SPND Intervention |
| 6 Driblock | 22 New Expansion |
| 7 Temporary Staff Room | - Student Reception / Dining / Classroom |
| 8 Site Manager House | 23 Upper Playground |
| 9 Site Office | LOWER SITE |
| 10 Year leader Office | 24 Lower Playground |
| 11 Turning Circle | 25 Outside Classroom (The Cabin & The Nest) |
| 12 Fire assembly point - Sixth Form Students / | 26 L & M Block |
| Support Staff / Visitors | 27 S Block |
| 13 Artificial Turf Pitch - assembly point - Students | 28 Lower Site Hall - Drama Space & canteen |
| and Teaching Staff | 29 Drama Studio |
| 14 E Block | 30 Upstairs - The Sing - Mental Health & Well |
| 15 F Block | 31 BenG |