



Linlithgow Academy

TOGETHER WE THRIVE

Linlithgow Academy



OUR CORE VALUES

We encourage...



Kindness



Curiosity



Perseverance



Fairness

OUR CORE PURPOSE

Our learning...



Connects us



Sustains us



Empowers us



Inspires us

OUR CORE EXPECTATIONS

We are...



Ready



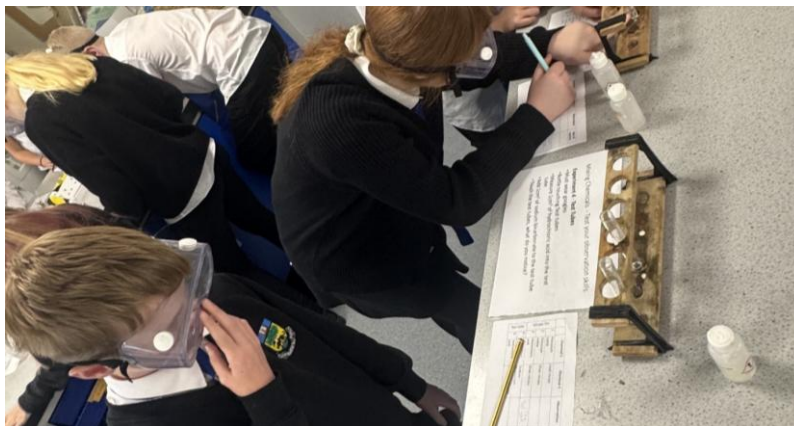
Responsible



Respectful



Safe



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S1 NEW PARENT/CARER WELCOME SESSION

An opportunity to come into the Academy for a light refreshment and meet with other parents/some key staff in an informal setting.

INFORMAL GATHERING

- CHAT AND CONNECT WITH OTHER PARENTS/CARERS OF NEW S1 PUPILS WHO ARE IN YOUR CHILD'S HOUSE
- HT/YEAR HEAD, HOUSE HEAD AND PASTORAL SUPPORT WORKER INTRODUCTIONS
- GENERAL FAQS ANSWERED/UPDATES GIVEN

ASSEMBLY HALL

Tables will be set out in Assembly hall allowing you to mix and socialise. Arrive and leave as suits.

DATES AND TIMES

Welcome Gathering

Informal opportunity to talk with other parents/carers

Support Structure



Ms Dyer
Acting Depute Head Teacher
Strategic Responsibility:
Support

Role of House Teams

House Heads-

- First point of contact- curriculum
- Monitoring and tracking - attainment, achievement, behaviour, progress
- Social and emotional wellbeing
- Links with external agencies
- Transition - course choice, careers etc.
- Delivery of PSE

House Pastoral Support Workers-

- First point of contact- pastoral
- Staffing of Nurture provision
- Supporting attendance
- First Aid/Medical

Family Link Worker-

- Closing the attendance gap of identified target group
- Supporting young people and families to improve attendance

Pupil Support Manager-

- Overview of Pastoral care
- Line management of House Pastoral Support Workers and in class PSWs
- Overview of attendance
- Child Protection
- LAC
- PEF
- External agency link

Mr Stuart Forrester, Watt House

Head of Watt House

Mrs Andrea Douglas, Bell House

Head of Bell House

Mrs Diana Mason, Kelvin House

Head of Kelvin House

Jennifer Bell, Additional Support for Learning

Acting PTC Additional Support for Learning/ Inclusion

Sarah-Jane Stewart Pastoral Support Worker: Bell House

Contact Pastoral Support Worker for Bell House

Kerry Thomas Pastoral Support Worker: Kelvin House

Contact Pastoral Support Worker for Kelvin House

Lesley Hall Pastoral Support Worker: Watt House

Contact Pastoral Support Worker for Watt House

Parent Council



Helen Jenkins

Chair, LAPC

Linlithgow Academy Parent Council

Supporting the Parent Forum for the benefit of everyone at Linlithgow Academy

Email: linlithgowacademypc@gmail.com

Facebook: <https://www.facebook.com/LinlithgowAcademyParentCouncil/>

Website: <https://linlithgowacademy.westlothian.org.uk/article/18449/Parent-Council>

Support for dietary requirements - how are allergies managed?

- Information is gathered from parent/carer/ primary school
- Allergy/ medical information stored in medical information on Seemis database
- A 'flag' appears on Seemis pupil entry to signify a medical update.
- Food technology teachers use this information as part of food preparation
- Allergy information also placed on catering database so allergy will flag up on till when pupil presents their card.
- Food items labelled with allergen information
- We encourage a 'nut free' environment

Mobile Phones in Classrooms

'Mobile Free' Classroom

**This is a classroom
expectation because it:**

- Prevents unnecessary distraction
- Removes potential disruption
- Encourages classroom interaction and collaboration

If required, your teacher
will give you permission to
use your mobile phone
during classtime.

Consequences of Misuse

Duty Call Referral

Contact with home

Confiscation of phone for
remainder of day

TOGETHER WE THRIVE



Core Routine
As you enter the classroom always place your mobile phone in the wall holder or your bag.



How do I know what my child is covering in classes?

Faculties

Click the relevant links below to access our Faculty pages.

Humanities Faculty Landing page

[Our Vision and Values](#)
[Staffing](#)
[Improvement](#)
[BGE Curriculum](#)

Science Faculty Landing page

[Our Vision and Values](#)
[Staffing](#)
[Improvement](#)
[BGE Curriculum](#)

Languages, English and Drama Faculty Landing Page

[Our Vision and Values](#)
[Staffing](#)
[Improvement](#)
[BGE Curriculum](#)

Creative Faculty Landing Page

[Our Vision and Values](#)
[Staffing](#)
[Improvement](#)
[BGE Curriculum](#)

Technologies Faculty Landing Page

[Our Vision and Values](#)
[Staffing](#)
[Improvement](#)
[BGE Curriculum](#)

Maths and Computing Science Landing page

[Our Vision and Values](#)
[Staffing](#)
[Improvement](#)
[BGE Curriculum](#)

PSE Landing page

Subject homework allocations.

Year Group	Recommended Frequency Per Academic Term
S1/2	1 item per term based on number of subject timetabled periods: (2x periods per week = 2 activities/tasks per academic term) (4x or 5x periods per week = 4 activities/tasks per academic term)
S3	1 item per term based on number of subject timetabled periods: 4 periods per week = 4 activities/tasks per academic term 3 periods per week = 3 activities/tasks per academic term 2 periods per week = 2 activities/tasks per academic term
S4/5/6	Minimum 2 activities/tasks per subject per fortnight

See question above as to what activities/tasks could be set for homework

Core curriculum activities including core PE, PSE and RME would be considered out with the above with homework activities/tasks only given if appropriate.

Extra-Curricular Opportunities

Wider Achievements & Extra Curricular Clubs

Up to date information on our extra-curricular clubs and other wider achievement opportunities is best viewed via our pupil daily notices. Clubs are organised throughout the year and are dependent on staff (and senior pupils) voluntarily wishing to give up time to run these.

The table below gives a draft overview of clubs and wider achievement opportunities as of September 2023.

Sport Badminton Basketball Dance Football Gymnastics Handball Hockey S4-6 Netball S1-3 Netball Swimming Fencing	Music Ceilidh Band Jazz Band School Concert Band School Orchestra Woodwind Ensemble Trinity College of Music Achievements 
STEM DressCode Girls Coding ECO Club S1 STEM Club More than > Maths 	Technologies Business Enterprise F1 In Schools Pupil Parliament Technologies Winchburgh Street Design
LA Wider Opportunities 2023.24	
Expressive Arts Art Club Creative Campaign Drama Club Music Technology Club Games Chess Club Crochet	Humanities Humanities News, Views and Debates Pupil Parliament - Humanities Languages Languages Book club Pupil Parliament - Languages
Support LGBTQIA+ Rights Respecting Schools Award Young Carers Equality and Diversity Anti - Bullying Pupil Parliament Committee 	Leadership S6 Ambassadors Fairtrade School Leadership Roles MVP Mentor Pupil Parliament S6 Committees HWB Champs Charity Group Supporting Pupils Work Experience 



Toilets & Vapes!



Will pupils
receive the flu
vaccine at
school?

Yes, consent forms are being
circulated at moment.

Flu vaccinations scheduled for
8th/9th December.

Mental Health

Our Mental Health & Wellbeing Strategy

The Strategy Aims to:

- Promote positive mental health for all staff and pupils
- Increase understanding and awareness of common mental health issues
- Highlight and promote key national and world-wide events
- Alert staff to early warning signs of mental ill health in both young people and their colleagues
- Provide support and training to staff working with young people with mental health issues
- Provide support to pupils and staff suffering mental ill health and their peers and parents/carers

Summary of our Strategy Summary  [Mental HW Summary \(PDF, 127 KB\)](#) 

Health & Wellbeing Strategy document  [MHW Dcoument \(updated Dec 2025\) \(PDF, 758 KB\)](#) 

From gathering this information we support our young people in the following ways:

- School Mental Health First Aiders
- Pupil Support staff available
- Health and Well Being Champs
- School counsellor
- Pupils are able to report their HWB concerns
- Pupils can also email their concerns via the school website to Pupil Support staff.
- Linlithgow Young People's Project (LYPP)
- Health & Wellbeing Pledge is displayed
- HWB noticeboard displayed in the reception area
- Key HWB dates promoted and celebrated

Communication and Daily updates

- Groupcalls
- School App notifications
- End of term Sway Newsletter
- Attendance Safe Arrival
- Friday HT Update



**Download the app
to stay in the loop**

The Eduspot mobile app enables you to keep up with messages from school, with a personalised timeline of all your children's school activities and updates. **Download the app today!**



How teachers acknowledge and if required, adapt to my child's dyslexia. Should he bring tech in to help and are there laptops you recommend?

Pupil Support Information							
Profile	Support Information	EAL	Passport	Learning	Behaviour	YC	CEYP
ADHD, Dyslexia.							
ASD, ADHD							
ADHD							
Anxiety							
Peer issues / medical							
Previous literacy concerns							
ASD, Dyslexia.							

[Redacted]

[Redacted] has recently been identified with dyslexia. Please can you use the following strategies to support her:

Please provide printed notes on purple paper.
 Allow sufficient time for tasks and assessments.
 Break down tasks / instructions.
 Allow use of ICT.

Her passport contains more detailed information: [Redacted]

Thanks,
 Jennifer

School trips

Annual events

As such, in addition to residential trips, from **academic session 2023.2024** the Academy will also offer voluntary day trips each year for our S1-S3 year groups. These obviously will cost less and ensure young people have access to trips.

- Our S1 pupils will be offered a Christmas Theatre day trip each year organised by Drama department.
- Our S2 pupils will be offered a day trip to the Glasgow Science Centre each year offered by the Science Faculty.
- Our S3 pupils will be offered a day trip as part of an 'Activities Day' offer or a specific Faculty related offer.
- Specific Faculties may also offer various day/ evening or double period trips as part of a curriculum specific offer for any year group during the academic session.

By organising the above trips each year, this means every child should have the opportunity to go on a trip, whether that be a day trip, a subject specific event or evening trip and/or a residential trip during their time at Linlithgow Academy.

Publicising Residential trips

- To ensure you have a clear overview of all residential trip offers for the upcoming academic session, at a specific time each year (currently December/January) we will letter parents/carers with a summary of the agreed residential trips that are in place. No other residential trips will be agreed for the next academic session out with this time, unless under exceptional circumstances.

Lunches/ menus

Canteen Meal Deals and Set Menus £3.09

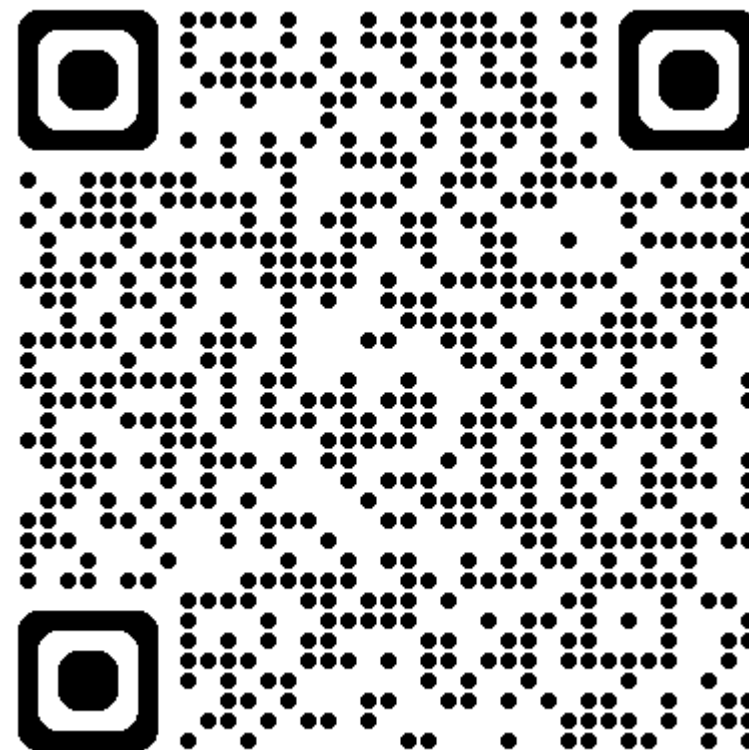
2026/2027 Prices - effective from 01/04/2026 - High School Lunch £3.09, plus breakfast £0.80. Daily credit available £3.89

Meal Deals

Day	Hot item	Homebaking / Dessert	Drink	Fruit
Monday	Soup & Sandwich: Cheese, Egg Mayo, Sliced Chicken, Tuna Mayo	Sweet of the day	Milk/Water	Piece of Fruit
Tuesday	Hot Dog, Chips and Sauce	Cookie or Brownie	Canned drink	Piece of Fruit
Wednesday	Baked Potato, Choice of 2 fillings and Salad	Muller light - flavoured yoghurt	Radnor drink	Piece of Fruit
Thursday	Vegetarian Pasta, Garlic Bread & Corn Cob	Sweet of the day	Juice / Water	Piece of Fruit

Set Menu

WEEK 1 - 10/08/2026, 31/08/2026, 21/09/2026, 12/10/2026, 02/11/2026, 23/11/2026, 14/12/2026, 04/01/2027, 25/01/2026, 15/02/2027, 08/03/2027, 29/03/2027, 19/04/2027, 10/05/2027, 31/05/2027, 21/06/2027



S1 pupils 5 minutes early from classes at lunch and end of day

Parents' Evenings/ Formal Tracking Reports

Progress Reports and Parents Evenings Confirmed Dates Session 2026.2027

Confirmed dates for Progress Reports and Parents Evenings Session 2026.2027

Timelines

	August	September	October	November	December	January	February	March	April	May
S1			Snapshot Report (16th)/ Parents' Evening 29th October (online)							Progress Report (21st)
S2			Snapshot Report (16th)	Parents' Evening (11th) (online)				Progress Report (30th)		
S3			Snapshot Report (16th)				Parents' Evening (3rd) (online)			
S4			Progress Report 1 (2nd)		Winter Assessments Grade Report (18th)	Parents' Evening (19th) (online)		Progress Report 2 (19th) QS estimate grade (verbal)		
S5/S6			Progress Report 1 (2nd)		Winter Assessments Grade Report (18th)	Parents' Evening (6th) (online)		Progress Report (19th) QS estimate grade (verbal)		



Online Parent Services

Parents Portal including iPayImpact*. (External site)



Didbook Progress Log in

Online access to pupil reports



Parents Evening Online Booking

Link to online Parents Evening booking



News

School news or school updates articles are published in the news section as and when required.



Who is the best person to contact?

You can make contact with the school office on 01506 280180 or email the general school email address. Your message or email will then be forwarded on to the relevant person.



School Improvement Documentation 2025.2026

Linlithgow Academy has a sustained focus on improving educational outcomes for all our young people. This is underpinned by effective improvement priorities.



1. Where lost property can be found.
2. Who to contact if child will be absent on the day
3. Who to contact if planned absence eg dental appointments.

Lost property can be found in school office/PE department

80180 option 2 If your child is going to be absent on school day phone

Contact the school office 280180

Refreshments & A Blether

