



DOLLAR
ACADEMY



NEW PUPILS & PARENTS INFORMATION

INFORMATION FOR NEW PUPILS IN DOLLAR ACADEMY

Everyone in Dollar very much looks forward to welcoming new parents and pupils into our community this session. The introduction to Dollar Academy will be smoothed, I hope, by the provision of the following information.

Please note that this booklet provides information that is based on school operating 'normally'. This session will undoubtedly see some adjustments to our 'normal' routines as we take due consideration of all relevant Covid19 guidance. The latest adjustments and changes to our normal operating procedures will be shared with parents via email, and will be available on the school website.

I H Munro
Rector

Full information on the life and work of the Academy is contained in two other Information Booklets for *Pupils and Parents*, both of which are to be found on the Dollar website www.dollaracademy.org. Various, more specific pieces of information pertinent to new pupils and their parents are given below.

POINTS OF CONTACT

The initial point of contact for parents is with the appropriate Class Teacher, Head of Year (in Senior School) or, for boarding matters, the Houseparent. Assistant Heads of Year also have a special remit to look after new pupils.

Heads of Year for 2021–2022 are:

Form I	Dr R J Johnson Mr F Muirhead (Assistant Head)
Form II	Mrs P A Webster Mrs T Livingstone (Assistant Head)
Form III	Mr C Smith Ms S H Hussain (Assistant Head)
Form IV	Mrs C M Childs Miss J McLean & Miss E Woods (Assistant Heads)
Form V	Miss G M McCord Mr R Florence & Ms L McGookin (Assistant Head)
Form VI	Mrs K L Caine Mr M Hose (Assistant Head)

INDIVIDUAL TIMETABLES: FORMS III TO VI

In order to finalise the details of timetables, parents of all new pupils entering **Forms III, IV, V and VI** are asked to make an appointment to see their child's Head of Year. These appointments will take place on the **afternoon of Wednesday 18 August, or by other prior arrangement.**

FIRST DAY OF TERM: THURS 19 AUGUST: PREP & JUNIOR SCHOOL

Go to your playground at **8.50am** and you will be welcomed by your class teacher, who will explain everything, and very quickly help you to settle in to your new class.

FIRST DAY OF TERM: THURS 19 AUGUST: SENIOR SCHOOL

What happens at the start of the day?

- Arrive at the school by **8.40am**.
- Go to Reception in the Playfair Building (through the Bronze Doors) where you will be met by a senior pupil. You will be taken into the Library where your Head of Year will meet you, then on to Assembly.
- Assembly will last about 15 minutes, after which you will go with your Form Class to your Form room. Your Form Tutor will tell you how the school day is organised and go through your timetable with you; this will take until morning break at 11.15am.
- Your first lesson will be Period 3 at 11.35am, just after break, followed by two more lessons after lunch.

NB – these start of session arrangements may be slightly different depending on our Covid-Safe practices at the start of session.

What do I need to bring with me?

- Notebook or file paper, pens and pencils etc.
- *Information for Pupils* booklet.
- Lunch money (school lunch costs **£3.90**) or a packed lunch. The Dining Hall uses cashless catering based on finger scanning, and it may take some time to get all new pupils set up on this system. They will still be able to use the facilities from the start, however, and a note will be taken of charges incurred, to be added to the bill.

How will I find my way around?

- Your Form Tutor will pair you up with another pupil in your Form class – a “buddy” - whose job will be to show you where to go and to help you settle in.
- You will be given a map of the school campus. Use this to find your way around.
- **If in doubt, don't be afraid to ask anyone for help.**

Where do I go at break and lunchtime?

- School lunch is available in the Dining Hall or you may prefer to bring a packed lunch and eat it there. Do not bring cash for your lunch in the Dining Hall: it is charged to your bill electronically.

- Pupils (except Form VI) are *not* allowed 'down-town' at break or lunch-time, but local vendors operate online pre-ordering that can be collected on campus. Details regarding this will be circulated nearer to the start of session.
- Form I's eat together in the Dining Hall each day.
- Pupils are expected to be outside during break and lunch-time, unless they have an organised activity, even when it is cold and wet. Only on days of very inclement weather will pupils be allowed inside. With this in mind, pupils should always be prepared for cold/wet weather at break and lunch-times.

CURRICULUM MATTERS

The pattern of the curriculum is outlined in the *Information for Parents* booklet. There are, of course, choices which need to be made at the different stages.

The Dollar curriculum from 5-18 has been produced to provide a clear flow from the earliest stages.

The curriculum in the Prep and Junior School, designed to achieve both breadth and balance, is common to all pupils. The first two years of senior school link with this and build upon it to provide the base for the National 5 course choices made on entry to Form III.

Pupils in **Form III** usually take seven subjects at National 5 level, with Mathematics and English compulsory, and the other five subjects chosen freely from a large choice. For those pupils for whom it is regarded as appropriate, one further National 5 course may be pursued, by means of the Compressed Sciences and Engineering (PETS) or the Languages options. Pupils taking these options would study the three subjects in the time normally taken for two, to free up the time for the extra option.

Generally, pupils are expected to take at least one language other than English (which could be Latin), one science subject and one social subject, although individual preferences are very much the basis for decisions (as far as is practicable). An interview with senior members of staff is arranged in Second Term for pupils and their parents to discuss appropriate choices.

MODERN LANGUAGES AT DOLLAR

The pattern of language teaching is as follows:

Junior 1 and Junior 2 - All pupils learn French, German or Spanish, with three lessons per week.

Form I - Most pupils continue with three hours' teaching of the language taken up in Junior School. However, we offer Mandarin as an optional alternative at this stage. In addition, a Beginners' Set in one of the European languages is available for pupils who are new to Dollar Academy and who may have had minimal foreign language teaching at their previous primary.

Form II - Pupils continue with three hours of their language. They are also given a taster course of a different language. After Christmas they can revert to one language

only. Alternatively, they have the option of learning both with a possible view to dual-language study in Form III and beyond.

Forms III & IV - Pupils (with few exceptions) will take French, German, Spanish or Mandarin to National 5; and all pupils will have the opportunity to study a second language to National 5 level.

Forms V & VI - French, German, Spanish, Italian and Mandarin will be available to pupils who will by then be following Higher and Advanced Higher courses.

Modular courses in a range of other languages (in recent years these have included Japanese, Italian and Russian) may also be offered.

For Pupils entering Form I

Pupils in Junior 1 and Junior 2 have already learned a significant amount of French, German or Spanish. New pupils entering Form I from outside will need to join one of these sets. Parents are requested to let us know which language has been studied before. If by chance a pupil has not done a language, guidance will be given. If further information is needed about the teaching of Languages, parents are invited to contact the Department.

INSTRUMENTAL MUSIC TUITION

Individual tuition is provided by a highly qualified team of visiting freelance specialists, covering all orchestral woodwind, brass, percussion and stringed instruments, as well as guitar, piano, clarsach and solo singing. Where a place on the timetable is not immediately available, a waiting list ensures that lessons are started as soon as a vacancy occurs. Lessons are organised to ensure as far as possible that the same class is not missed more than twice in any term. Pupils must be prepared to commit time to daily practice, and to play in groups and orchestras when required. Parents will receive a full musical profile and written comments at the end of each term, and a Music Tuition Record Book is prepared on a weekly basis to show what music has been introduced. Four weeks' written notice is required if lessons are to be discontinued.

It is an advantage if pupils have their own instruments, although most reputable music dealers operate hire schemes. The Academy has a basic set of orchestral instruments which may be used for a limited period, and parents must arrange insurance cover for any instrument taken out on loan.

Instrumental tuition in session **2021/2022** will be billed directly, in advance, by the music instructor concerned for blocks of ten thirty-minute lessons. Payment must be made directly to the instructor and the detailed arrangements are subject to a contract between parents and instructors. Any issues regarding tuition or charges should be addressed directly to the instructor concerned via the Music Department. The Academy will play no part in any contractual disputes which may arise. All enquiries should be directed to the Music Secretary, who will also send out full details and contracts.

Piping and Drumming lessons are **£240** per term.

BALLROOM DANCING

Every Friday evening in the first two terms Ballroom dancing classes graded by ability are run for the Senior school by a professional instructor. Latin American and rock and roll styles are taught, and pupils are able to take medal tests each year if they wish. These lessons are available at a cost of **£36.00 per term**.

Other activities, where a cost is involved, will always be shared with parents in advance. Approval will always be sought in advance, before any charges are made to parents' accounts.

PUPILS IN PREP 1

Prep 1 pupils finish school at 2.40pm up to and including Friday 10 September. Thereafter they will finish at 3.15pm with the remainder of the Prep School.

DOLLAR ACADEMY PARENTS' ASSOCIATION (DAPA)

Covid-safe guidance permitting, the Parents' Association kindly makes arrangements to provide coffee on the first morning of the session for all parents new to Dollar Academy. Parents are most welcome to attend the Dining Hall Coffee Morning on **Thursday 19 August**, at any time from 8.45am onwards. It is an ideal opportunity to meet other new and current parents, and to learn something about the Parents' Association at the same time.

THE THRIFT SHOP

In August 2021, the Thrift Shop will be open at the following times:

Wednesday 4, Tuesday 17 and Wednesday 18 August 12.00 – 4.00pm

Thereafter, the Thrift Shop will be open from 9.30 – 12.30pm on the second and fourth Saturdays of each month during term time. It is situated in the area underneath the Prep School in the north-east of our campus. A range of good second-hand Dollar Academy uniform items is generally available.

DATA CHECK/MEDICAL QUESTIONNAIRE & CONSENT FORMS

We ask parents to provide us with information on names, addresses, emergency contacts, telephone numbers and so on. Boarder parents should note that all boarders are registered with the Health Centre in Dollar, and information should be made available to that Centre through the Academy. Emergency dental care for pupils is available at the local dentist.



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