

Lockerbie Academy



**STUDY GUIDE FOR
PARENTS**

Introduction

This booklet has been produced to give a source of information and tips on how to help your child with their studies.

Pupils have access to a wealth of information to help with their preparation for assessments and exams – we hope this booklet will help point you in the direction of some of these sources. Tracker reports will be issued in September, December, February and March. These reports will highlight where progress is going well and also where more work is needed to achieve results. In both cases, study is essential to maintain good grades and to make improvements.

If you would like to know further details of the courses that your child is studying, the National Parent Council for Scotland has produced a range of guides for all courses and levels for Parents called Nationals in a Nutshell - <http://www.npfs.org.uk/downloads/>.

A copy of this booklet has been placed on the school website – this will help with accessing the websites listed more easily.

Study Tips

Everyone studies in their own way and it is important that pupils find the best way for them. If your child seems to be struggling with a study routine at home then here are some different methods that people use. You might want to discuss this with them and help them try out some new ways.

- Use online resources – we have listed some examples in this booklet.
- Complete past paper questions.
- Make and use Flash Cards.
- Try mind-mapping/spider diagrams.
- Generate **short** notes or summarise from lessons or text books.
- Use coloured pens or highlighter to emphasise key points in notes.
- Learn or create mnemonics to help remember chunks of information. (ROYGBIV – Richard of York Gave Battle in Vain)
- Write and record mp3 files of notes to listen back.
- Plan a weekly revision timetable.
- Post-it notes in your room/house of key facts.
- Test your knowledge at home with family or friends.
- Break study time into small blocks. Study is most effective for 20-40 minutes at a time, after this focus is lost. Encourage them to take regular breaks.

Having a good study environment is also very important.

Students often listen to music when studying and many believe that this helps them to study more effectively. However, mobile phones are a distraction—if students are constantly checking texts and looking up Facebook they will not be able to concentrate on their studying. If your child does not have the self-discipline to switch off their phone when studying, then consider keeping it safe for them until study has finished. The same goes for computers. They can be a wonderful aid to study but if they are a distraction, then they need to be switched off until study has finished.

Encourage your child to keep all school textbooks, jotters files and notes together either on shelves or in a box. That way they do not have to spend time hunting for things they need.

Key Dates

Date	Event
27 September 2018	Tracker 1 issued
8-12 October 2018 29 October – 2 November 2018	October/November Testing
20 December 2018	Tracker 2 issued
7 -31 January 2019	Prelims
18 February 2019	Tracker 3 issued
19 February 2019 27 February 2019	Parents' Evening
28 March 2019	Tracker 4 issued
25 April 2019	SQA exams begin

Dealing with stress

Most people worry about keeping up with class work, missing deadlines, sitting examinations etc. We may even make things worse for ourselves by assuming that we are bound to fail. Other demands add to stress – e.g. work, relationships and family demands. It is impossible to prevent stress but the following advice may help you to support your child to manage it.

- 1. Recognise the physical and mental symptoms of stress:*
 - Feeling...anxious, aggressive, depressed, tense, lacking in confidence, lonely.
 - Behaving...emotionally, eating too much or too little, speaking incoherently.
 - Finding it harder to concentrate, becoming forgetful, and encountering difficulties in making decisions.
 - Changes in the body – e.g. heart rate and blood pressure may rise, mouth becomes dry, sweating, pupil dilation, butterflies in stomach.
 - Increased absenteeism, less commitment, more antagonism, etc.
- 2. Develop organisational and planning skills. Managing time, identifying priorities.*
- 3. Keeping a balance between study and leisure. Exercise helps relieve stress – encourage them to plan their studies but also to plan their leisure time.*
- 4. Use other people for support – e.g. parents, friends, Pupil Support staff.*
- 5. Tackle problems. A big problem can be broken up into small parts and resolved.*
- 6. Eating a balanced diet and having regular meals, reducing consumption of sugar, salt and fatty foods and making sure they get regular and adequate amounts of sleep.*

Scholar

SCHOLAR publish full, online learning courses suitable for supporting some SQA courses. The courses contain a mix of interactive activities and assessments.

SCHOLAR provides the following resources:

- ✓ online interactive learning materials, activities, assessments and revision packs
- ✓ study guides which contain key reference materials and learning activities

The following courses are available in SCHOLAR:

Subject	National 5	Higher	Advanced Higher
Biology		✓	✓
Chemistry		✓	✓
Human Biology		✓	
Maths	✓	✓	✓
Physics		✓	✓
Business Management		✓	✓
English	✓	✓	✓
ESOL	✓	✓	
French	✓	✓	✓
German	✓	✓	✓
Spanish	✓	✓	✓

SCHOLAR is a free to use service for pupils. They can access the site by logging into their Glow account or by going to:

scholar.hw.ac.uk

Usernames and passwords can be obtained from teaching staff. Pupils will only have access to the courses that they are currently studying.

SQA

Most SQA courses at National 5, Higher and Advanced Higher have an external exam that will take place in May or June. Preparation for this type of exam is essential. Pupils should be making use of past papers that are available for free from SQA website. Completing these under the time restrictions that are in place for the exam will be good preparation.

www.sqa.org.uk/pastpapers

BBC Bitesize

Bitesize is the BBC's free online study support resource designed to aid students in preparation for their exams and coursework. The following subjects and levels are covered by this resource:

Subject	National 4	National 5	Higher
Art and Design	✓	✓	✓
Biology	✓	✓	
Business Management	✓	✓	✓
Chemistry	✓	✓	✓
Design and Manufacture	✓	✓	✓
Drama	✓	✓	✓
Engineer Science	✓	✓	✓
English	✓	✓	✓
French	✓	✓	✓
Geography	✓	✓	✓
German	✓	✓	✓
Graphic Communication	✓	✓	✓
Health and Food Technology	✓	✓	✓
History	✓	✓	✓
Hospitality	✓	✓	
Human Biology			✓
Maths	✓	✓	✓
Modern Studies	✓	✓	✓
Music	✓	✓	✓
Music Technology	✓	✓	✓
Physical Education	✓	✓	✓
Physics	✓	✓	✓
RMPS	✓	✓	✓
Spanish	✓	✓	✓

www.bbc.co.uk/education

The BBC also offers an App so that this resource can be easily used on mobile devices.

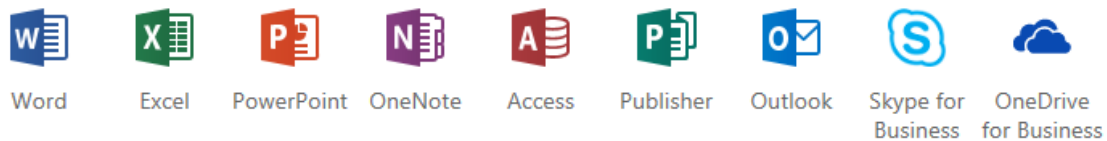
Glow

Glow is Scotland's national educational network – providing many educational resources and tools to help with study.

All pupils have access to Glow through an individual username and password. Pupils should speak to one of their teachers if they cannot remember their login details.

Microsoft Office

All pupils can download a free copy of Microsoft Office through their Glow account. The download provides access to the following Microsoft Applications:



Many of these applications will be useful for study and classwork throughout the year. It is also possible to download Microsoft Office onto a tablet or smart phone. Pupils should speak to Mr Stephenson if they need further help with accessing this facility.

Teams, Sites and Groups

Some subject areas have uploaded useful resources into Teams, Sites Groups within Glow. Sites and Groups can be accessed through the Outlook mail icon. Teachers have informed their classes if materials available in this area.



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Supported Study

Some subject areas offer study support after school – this is a voluntary service. The times of regular study support sessions are listed below – other informal arrangements may be available which will be shared with pupils. It is always best to check each week that the session will be taking place as teaching staff have other commitments and changes will have to be made from week to week.

Course	Level	Teacher	Day	Time
Admin and IT	All	Mr Stephenson	Wednesday	After school
Art and Design	N5	Ms Lamont	Wednesday	After school
	N5	Ms Duncan	Thursday	After school
	H	Ms Duncan	Monday	After school
Biology	N5	Dr Lidwell	Monday	After school
	N5/H	Ms McGillvray	Wednesday	After school
	N5/H	Ms McGillvray	Thursday	Lunchtime
	N5/H/AH	Mrs Bowker	See Mrs Bowker's classroom door for arrangements	
	H	Ms McNay	By arrangement	
Business	All	Mr Stephenson	Thursday	After school
Chemistry	N5	Mr Marscheider/ Mrs Boyle	Wednesday	After school
	H	Miss Patterson	Monday (fortnightly)	After school
Drama	All	Individual arrangements near practical exams		
Geography	N5/H/AH		Monday	After school
History	N5/H	Mr Terrace	Wednesday	After school
Mathematics	N5	Miss Waugh	Wednesday	After school
	N5	Mrs Armit	Wednesday	After school
	N4	Mr Boyle	By arrangement	
	N5/H	Mrs McCutcheon	Thursday	After school
	H	Mr Park	Wednesday, Thursday & Friday	After school – 3.30 – 3.50pm
Modern Studies	N5		Monday	After school
Music	All	TBC - starting terms 3 and 4		
Physics	All	Mrs Hargreaves	Thursday	After school
	All	Mrs Hargreaves	Friday	Lunchtime
	N5/H	Miss Horn	Wednesday	After school
Technical	All		Tuesday	After school
			Wednesday	After school

The school library will be open every night until 4.30pm if pupils wish to have a quiet place to study – there will also be access to computers.

Useful revision websites

There are a number of free to use websites to help with revision. Here are some that have been suggested by teaching staff, but there are many others.

Subject	Level	Weblink
Admin and IT	All	www.typingtest.com www.hse.gov.uk
	Higher	www.belbin.com
Business	All	www.bbc.co.uk/news/business - other business news sites
Chemistry	All	www.evans2chemweb.co.uk
English	All	www.zotero.org
		www.quickanddirtytips.com/education/grammar
		www.ted.com/talks
		www.huffingtonpost.co.uk
		www.telegraph.co.uk
		www.independent.co.uk
		www.scotsman.com
		www.theguardian.com/uk/commentisfree
		www.completeissues.co.uk
		www.bbc.co.uk/skillswise/topic/punctuation asls.arts.gla.ac.uk/Schools.html
History	All	www.bbc.co.uk/education/subjects/z2phvcw
Home Economics	All	www.bbc.co.uk/iplayer - MasterChef, Saturday Morning Kitchen
Mathematics	All	www.mathsrevision.com www.national5maths.co.uk
		Higher/AH
	Modern Languages	All

Music	All	ataea.co.uk
		mymusiconline.co.uk
Physical Education	Higher	satpehigher.wikispaces.com
Physics	All	www.mrsphysics.co.uk
Technical Education	All	www.technologystudent.com
		www.bbc.co.uk/schools/gcsebitesize/design
		www.yenka.com/en/Free_student_home_licences