



*Welcome to
Laurelhill
Community College*

Year 8 Pupil Information Booklet

Dear Pupil

I am delighted you will be starting school in Laurelhill Community College in August and I look forward to meeting with you again then.

When you start in Laurelhill, remember there are lots of people who are here to help and support you. Do not worry about getting lost in the building or following a school timetable. Your form teacher will help you and there will be older pupils who will guide you around the school.

I would like Laurelhill to be a place where you feel safe, make friends and enjoy all aspects of your education. I would encourage you to join extra curricular clubs as that is a great way to make friends. I would also encourage you to try your best in everything you do. Don't be afraid to make mistakes or ask for help, we are here for you! Please take every opportunity that school presents you with, so when you leave here, you are leaving as the best version of yourself.

Have a lovely summer break.

Nicola Stevenson
Principal



Vision, Values and Pupil Expectation

Laurelhill Community College has the following overarching mission statement:

A forward-thinking school where all pupils are encouraged to achieve their aspirations and fulfil their potential in an inclusive, safe and caring community.

The school operates under the core values of R-E-A-C-H: These values are used to create a learning culture and students are rewarded for demonstrating them in College.

R – Respect
E – Effort
A – Achievement
C – Community
H – Happiness

The College has three non-negotiable expectations for pupils to assist in creating a safe and positive learning environment, these are:

Be Ready
Be Safe
Be Respectful

Safeguarding Team

Dear Parent/Carer

We hope your child enjoyed the Freshers' BBQ and met a few people from their Form Class. This will hopefully make beginning Year 8 slightly less daunting.

First day for Year 8 pupils in Laurelhill Community College will be **Thursday 28th August from 9.00am – 12noon.**

Second day for Year 8 pupils is **Friday 29th August 9.00am – 12noon.**

These two days are for Year 8 pupils only.

- Pupils should wear full school uniform, please see list, and bring a bag containing a snack, drink and a pencil case.
- There will be no Canteen or buses on these days.
- Our Canteen uses a Fingerprint system. If you do not wish your child to be fingerprinted, please send a note stating this to their Form Tutor and they will be given a code instead.

Parents are invited to attend an information morning on **Thursday 28th August 11.00am – 12noon** when they can meet key staff and become familiar with our school routines and procedures. Our school nurse will also be there should your child have any additional medical needs that you would like to discuss.

All year groups will return to school on **Monday 1st September which is a full school day from 8.55am – 3.00pm.** Canteen and buses will be available. Please note Year 8 students will be permitted to leave school at 2.55pm for this first week.

If any problems arise during this induction period or subsequently in the school year please contact the Form Tutor who is directly responsible for your child's welfare. Problems requiring further attention will be directed, by the Form Tutor, to Mrs Rea (Head of Yr8 Girls), Mrs Scott (Head of Yr8 Boys), Mr Hillis (strategic leader for KS3), Mrs Beckett (Senior Teacher, Pastoral) or Mr Dane (Deputy Principal).

If you require any further information, please visit our college website www.laurelhillcollege.org

We hope your child will enjoy a happy and successful time at Laurelhill Community College.

Mrs Rea & Mrs Scott (Heads of Year 8)

Pupils with Statement of Need

There will be a 'meet and greet' in the school library at **8.45am on Thursday 28th August** to allow parents and pupils to meet their classroom assistant before proceeding to join their peers in the assembly hall.

This will be an opportunity to meet Mrs McIlwrath (SENCo) Pupils and Parents/Carers should enter the building via the Library Entrance (nearest to the carpark).

A few dates for your diary ...

- **Thursday 28th August** – First day for Year 8 pupils 9.00am – 12noon
- **Friday 29th August** – Second day for Year 8 pupils 9.00am – 12noon
- **Thursday 28th August** – Year 8 Parents' Information Morning 11.00am – 12noon
- **Thursday 18th/Friday 19th September** – Lisburn Scouts, Year 8 Woodland Adventure. £22.50 per child (includes transport and lunch). You will receive a consent form to fill in, later in September. More information to follow.
- **Thursday 28th August** – School Photographer. Our school photographer Dandelion Studios will photograph Year 8 pupils during the induction morning. There will be the opportunity to purchase school portraits from Dandelion Studios, details to follow.

Some payments which will be required throughout the school year:

- **School Fund** £45 per pupil payable through ParentPay in 3 instalments of £15.
- **Art Pack** (£4 for Folder, Brush, Book) will equip your child through KS3
- **HE** costs for Practical Classes £20 for the year
- **Extra Curricular Activities** £35

All payments are requested using '**ParentPay**' which should be searched for through Google. An activation letter will be emailed to Parent/Carers with further information. Please speak to Mrs Rea or Mrs Scott if you require any further information about these payments.

Laurelhill Community College also uses the **SIMS Parent App** which will show your child's attendance, reports, achievement and behaviour record. This app is also used to communicate information from the college via text and email. An invitation to download the SIMS App will be emailed to Parent/Carers in September.

Breakfast Club – 8.00am – 8.50am

Monday – Friday

Youth Centre

Cost - £1 per day payable on ParentPay

Speak to your Form Tutor for more information.

TO YOU AS A NEW PUPIL

Laurelhill offers you all the opportunities provided by any other school/college not just in Lisburn but in Northern Ireland as a whole.

FIRST IMPRESSIONS

Now you can read accounts of some pupil's experiences when they first arrived at Laurelhill.

Since joining Laurelhill back in 2018, I have enjoyed every moment with so many memories made and everlasting friendships. I remember my first day, like it was yesterday, walking through the front door everyone being sent into the assembly hall. I was a mixture of nerves and excitement. I was a very shy kid in primary school, but once I came to Laurelhill I was a changed person with this added confidence, nothing could stop me now. I was sitting with a few of primary school friends before we were sent off to our year 8 form class. I knew nobody in my class, but this did not trouble me as I would easily make friends and fit right in. I would say to anyone worried about their first year in school, just to go for it, be confident, strong, and courageous. Once you realise how nice and helpful the teachers are, you will not be nervous at all. You will learn so much at Laurelhill, from practical skills to leadership. I have thoroughly enjoyed every aspect of Laurelhill, and I have made great memories, now it's time for you to make yours. I hope everyone enjoys Laurelhill and has an amazing time.

Head Boy 2025
Thomas Watt



I joined Laurelhill in September 2018. On my first day in Year 8, I was a mixture of excitement and nerves. Everything seemed so big and I didn't know anyone, but that soon changed as I got used to the size of the building in no time at all and soon made new friends. I would encourage everyone to take advantage of all the extra-curricular activities Laurelhill has to offer. There is such a wide variety of activities to do and something for everyone. As I reflect on my time at Laurelhill, I can confidently say that this school is where I was meant to be. It is a place where I've felt encouraged to challenge myself, explore new interests, and grow in ways that I never thought possible. The environment here fosters not just academic success but also personal growth. I will take treasured memories with me and Laurelhill Community College will always have a special place in my heart. I am proud to be part of the Laurelhill community. Our sense of community has always extended to that feeling of family – a family that will remain with me forever.



Head Girl 2025
Chloe Morgan

MY FIRST DAY AT LAURELHILL

What should I bring?

Firstly bring yourself - make sure you arrive on time!

Always bring a schoolbag to carry your belongings and a pencil case which should include:

Pens
Pencils
Rubber
Ruler
Glue Stick
Colouring Pencils
Highlighters
Sharpener
Protractor

Plastic Document Wallets (4) are always useful

Scientific Calculator (not needed until Yr9)
Dictionary/Thesaurus App (downloaded onto phone)
Headphones (only required for online testing)

Please remember - all your books, bags, clothing PE Kit must be clearly marked.

NEVER BRING VALUABLE OR BREAKABLE ITEMS TO COLLEGE

Unlike primary school you will be moving from room to room after each period so you must learn to look after your own property carefully and not leave belongings in the wrong place. Do not bring any valuable items or personal possessions.

What will I be given on my first day?

A Bus Pass (if your parents have applied for it)
Your personal timetable
A Homework Planner

Please note our Mobile Phone Policy on the College Website for guidance and College Rules on use of mobile phones.

A NORMAL DAY AT LAURELHILL

8.50am	Arrival at College
8.55am	Registration/Assembly (every Monday)
9.10am	First Period
9.45am	Second Period
10.20am	BREAK
10.35am	Third Period
11.10am	Fourth Period
11.45am	Fifth Period
12.20pm	Sixth Period (1 st LUNCH)
12.50pm	Seventh Period (2 nd LUNCH)
1.20pm	Eighth Period (3 rd LUNCH)
1.50pm	Ninth Period
2.25pm	Tenth Period

Year 8 lunch should be allocated during Sixth Period. You will be the only year group on lunch during this period.

Emergency Bell – In the event of an Emergency pupils and staff will evacuate the building when a continuous bell is heard and everyone will be directed to the upper playground.

Year 8 students should line up in class order at the blue railings to register with their form tutor.

MY TIMETABLE

In primary school you probably spent the bulk of the day with one teacher and in one or two rooms. You will soon notice that at Laurelhill things are different.

Your timetable will show you the subjects you will be studying at a particular time and the teacher you will have for each subject. Not only that, but you will also see from your timetable the rooms where you can find each of your teachers.

BLANK TIMETABLE

								1 st Lunch	2 nd Lunch	3 rd Lunch		
	Reg 8.55 – 9.10	Period 1 9.10 – 9.45	Period 2 9.45 – 10.20	BREAK 10.20 – 10.35	Period 3 10.35 – 11.10	Period 4 11.10 – 11.45	Period 5 11.45 – 12.20	Period 6 12.20 – 12.50	Period 7 12.50 – 1.20	Period 8 1.20 – 1.50	Period 9 1.50 – 2.25	Period 10 2.25 – 3.00
Monday												
Tuesday												
Wednesday												
Thursday												
Friday												

You will receive your timetable on your first day in college. Once you get home you can copy your subjects onto the spare one below and put it onto your fridge at home. This way parents can support you to ensure you have the correct equipment with you each day.

Assembly Days: **Monday** **Yr8**
Tuesday **Yr9**
Wednesday **Yr10**
Thursday **Yr11**
Friday **Yr12 and 6th Form**

Here is last year's extra curricular timetable – please see your form class noticeboard in September for the new timetable for 2025/2026.



Extra-Curricular 2024/25

Main programme of activities for the year. Some smaller clubs may run for a term at time throughout the year at lunchtime, these will be announced in assembly.

All PE extra curricular activities will take place from 3.05pm – 4.05pm. Term 1 will run from Monday 9th September 2024 – Friday 13th December 2024. Term 2 will run from Monday 20th January 2025 – Friday 11th April 2025. Note – Week one 9/9/24 – 13/9/24 is for Year 8 pupils ONLY



Monday	Tuesday	Wednesday	Thursday	Friday
LUNCHTIME CLUBS				
JUNIOR CHOIR (LUNCHTIME) Yr 9&10 STUDENTS ONLY - E4		YEAR 8 LUNCH CLUB C2	YEAR 8 CHOIR (BREAKTIME) E2	BRIGHTER MINDS E2
		Year 9 & 10 BOOMWHACKER CLUB E2	YEAR 8 LUNCH CLUB M3	
AFTER SCHOOL CLUBS				
BASKETBALL PE Dept	NETBALL PE Dept	FOOTBALL PE Dept	FOOTBALL (Girls only) PE Dept	PICKLEBALL PE Dept
HOCKEY PE Dept	RUGBY PE Dept	COLLEGE BAND E4 – Music Dept	RUNNING CLUB PE Dept	MINECRAFT C5
SCHOOL PRODUCTION 'Popstars: The 90s Musical' Drama/Music Dept	SCHOOL PRODUCTION 'Popstars: The 90s Musical' Drama/Music Dept	SCHOOL PRODUCTION 'Popstars: The 90s Musical' Drama/Music Dept	SCHOOL PRODUCTION 'Popstars: The 90s Musical' Drama/Music Dept	
	SENIOR CHOIR E3 – Music Dept	ART CLUB (YR 8-10) Art Dept	BADMINTON PE Dept	
	COOKERY CLUB HE Dept	GERMAN CLUB Modern Languages Dept	SCRIPTURE UNION M6	
	CADETS 3.20PM-5PM	DUNGEONS & DRAGONS CLUB M4	ART CLUB (YR 11-14) Art Dept	
	CHESS CLUB B6		ROCK BAND E5 – Music Dept	
	SCRATCH B16		WARHAMMER CLUB B2	
	BUSINESS CLUB Business Dept		QUIZ CLUB A11	



*Learning and
Achieving Together*

MY FORM TUTOR AND HEAD OF YEAR

The most important person who you will get to know is your FORM TUTOR. They are responsible for your welfare and progress and he/she will be the first person you will meet each morning during Registration time at 9.00am.

Your tutor will monitor your attendance, punctuality, uniform, behaviour and homework.

Your Form Tutor is the main link between your home and college.

If you or your parents have any problems regarding college, your Form Tutor is the first person to approach. They will be able to guide you to relevant staff if needed.

Year 8 Form Tutors

8EL Mrs Lennon (Mon, Tue, Wed, Thur)
ANO (Fri)
8KB Mrs Brooks
8SOH Ms Haggerty
8JT3 Miss J Thompson
8DM Mr Martin
8JJC Mrs Simpson
8DAG Mr Gray
8CH2 Miss Hamill

HEAD OF YEAR

Two other important people that you will get to know are your Heads of Year. If your Form Tutor is absent then your Head of Year is the next person you should speak to if you have a problem or concern in school.

Mrs Rea
Head of Year 8 Girls



Mrs Scott
Head of Year 8 Boys

Laurelhill Breakfast Club



Monday – Friday mornings

8.00am – 8.50am

Youth Centre

£1 Payment via ParentPay

**For more information, speak to your Form
Tutor**

DAILY ROUTINE (A TYPICAL DAY!)

What time should you arrive?

This may depend on whether you walk to college, get a lift or arrive by bus. A good habit is to set yourself the target of being five minutes early. The school doors open at 8.50am and you will enter through the main front doors of the building. You will go straight to your form class.

One morning each week you should have a Year Assembly for all Year 8 pupils in the Assembly Hall. This is an important part of your week when the Heads of Year will address the whole year group. During assembly you should listen carefully and arrive and depart in an orderly fashion. Our assembly day is Monday.

Breakfast Club

Breakfast club is available from 8.00am to 8.50am starting from Monday 1st September. Please let your form tutor know on your induction day if you want to attend breakfast club. The cost is £1. (See poster)

What happens if I need to leave early?

Permission to leave college can only be given if you bring a properly signed note from your parent/guardian or they phone the College Office. You must show parent's notes, appointment cards for doctors, dentists etc to your Form Tutor. Notes will be signed by Form Tutor and you should show this to the College Office before you leave. Please try to make appointments 'after' college hours as far as it is humanly possible.

If for some reason I happen to be late!

If you arrive after 9.10am you must sign in at the Office and go to the appropriate class.

If I am absent!

When you return to College a note explaining your absence should be sent in by your parents and given to your Form Tutor. Alternatively, you will find absence notes in your homework planner that can be completed by your parent/guardian and returned to your form tutor when you return to school. Your parent/guardian can also report the absence digitally via the homepage of our school website using the button 'Report Pupil Absence' – www.laurelhillcollege.org or phone the college and leave a message on the day of the absence.

If I'm unwell!

You should let your class teacher know. They will send you to our school nurse and she will send you home if needed. It is important that the college has your most current emergency contact numbers (minimum of 2 per pupil). Please inform the college of any changes.

If your child needs any pain relief, inhalers, epipens, antihistamines or any other medication you will be asked to fill in a form and medication must be passed to the school nurse in original packaging.

What happens at break and lunch time?

During morning break which will be from 10.20am to 10.35am you can go into the playground. Year 8 have their own space in the playground. You will have the opportunity to use the Library and you might also like to visit our Dining Hall for a quick mid morning snack.

Remember an orderly queue is expected and all litter must find its way into the bins provided. Laurelhill is your college and we expect you to be proud of its appearance. Our concern for the environment must begin within this college.

Lunches

If you bring a packed lunch you can eat it in the seated areas or the Canteen.

The Sports Zone is also available at lunchtime for students who wish to play football. Your Form Tutor will inform you of the days you can attend.

The college operates a Cafeteria system which is very popular with pupils and staff. Our Canteen uses a Fingerprint system. Parent/Carers use ParentPay to load money onto their child's account. If you do not wish your child to be fingerprinted, please send a note stating this and they will be given a code instead.

Pupils entitled to free-dinners will be provided with a meal to the value of a specified amount per day.

Canteen Accounts must be topped up before 1st September**Lunchtime Supervision**

You will notice adult supervisors who have been appointed to assist with the organisation of the lunch period. They should be given due respect and courtesy.

Buses

All pupils using public transport are expected to display good manners and courtesy at all times. When waiting for a bus pupils must form an orderly queue and have a bus pass or correct fare ready for the driver.

Misbehaviour on buses is considered to be a serious offence and may result in disciplinary action.

Parents should apply for **Free School Meals** and a **Bus Pass** via EA website. Arrangements from Primary School do not roll over to Year 8.

Homework

Homework should assist you to learn. During your first year you will have homework to do and the reason why we give you a Laurelhill College homework planner is to help you organise your homeworks. Please use it and get into the good habit of recording the homework set in your diary on the date it has to be submitted to your teacher. So, when it comes to packing your schoolbag do not forget your planner. It will be checked and signed by your Form Tutor. We also expect a parent to sign your diary once per week.

What will my homeworks consist of?

Homework will be of various types e.g. research, written, reading, learning, drawing or making something. A homework timetable is organised so that you will not be given too many homeworks on any one evening.

When you get a homework we expect it to be completed carefully. If you genuinely cannot do a homework please explain this to your subject teacher and bring a note from home, indicating the problem.

All homework is of equal importance and should be presented as neatly as possible. Remember to show it to your parents.

COLLEGE UNIFORM

BEHAVIOUR EXPECTATIONS

VISION

Our rules are not too strict. We stress respectful behaviour, full college uniform worn correctly and attention and courtesy to all members of staff.

BEHAVIOUR We expect a high standard of behaviour at Laurelhill

NON NEGOTIABLE EXPECTATIONS

- Be ready
- Be safe
- Be respectful

Be Ready	Be Safe	Be Respectful
<i>I will try my best to:</i> <ul style="list-style-type: none">• Arrive to College on time each day• Arrive to all lessons on time• Line up outside the classroom• Bring all equipment to classes• Bring my planner, books and homework to class• Wear the correct uniform each day• Have a positive attitude to learning• Focus in class and be ready to learn• Show determination to do well	<i>I will try my best to:</i> <ul style="list-style-type: none">• Enter the College via my designated door• Walk in the corridors• Follow the one-way system• Keep my hands and feet to myself• Not throw any objects• Use technology safely• Use equipment safely• Follow staff instructions• Board the bus carefully and wear a seatbelt• Leave the building quickly during a fire drill	<i>I will try my best to:</i> <ul style="list-style-type: none">• Greet adults and peers politely• Speak respectfully to everyone• Use good manners• Be kind to everyone• Hold doors open for staff and visitors• Follow staff instructions• Sit in allocated seat in each class• Listen carefully, do not interrupt others• Not drop litter in the college• Tidy the area around my seat in the classroom