

2020-21



Selkirk High School Handbook

**Values
In Action**





Welcome to Selkirk High School

Dear Parent/Carer

Our ambition at Selkirk High School is to empower every student to achieve their unique and magnificent potential whatever their background, ability or identity.

Selkirk High School is for everyone. We strive to ensure all our students know how to be safe, well and happy. All students are individually supported to be who they want to be and encouraged to be ambitious in their learning and personal development.

The totality of the Selkirk High School experience – our curriculum - evolves all the time as we work with students, parents and partners to provide the best and most rounded learning experience possible for our students. Our curriculum is founded on 3 areas of endeavour: Values, Qualifications and Golden Skills.

Our **Values in Action** ethos is a distinguishing feature of Selkirk High School. Our shared values of Respect, Responsibility, Resilience and Relationships lie at the heart of all our efforts and are an explicit part of daily life at the school. Every individual in the school community is challenged to put our values into action in all they do, both at school and in their wider lives.

We are also very proud of the academic and wider achievement of our students. We strive to ensure all students are ambitious and successful learners who achieve the widest range of relevant and high quality **Qualifications** and awards of which they are capable.

Students are also supported in the development of our **Golden Skills**: together with our partners we strive to provide the employability and leadership experiences which will help ensure their success wherever they go.

At Selkirk High School we are determined that every individual leaves the school with the values, qualifications and skills to pursue their dreams with confidence, ambition and success.

We know we can't do this without the help of our parents and partners. The ethos of Selkirk High School is very much a product of our community, its traditions and its united commitment to our young people. I look forward to working closely with you throughout your association with Selkirk High School.

Jamie Bryson
Headteacher

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The Coat of Arms contains elements representing the Town, the Region and the School. The trees represent the Royal Ancient Hunting Forest of Ettrick, of which Selkirk is the centre. The Virgin and Child are taken from the Burgh Coat of Arms, and the open book represents the School. The motto "Trusty and Leal" is from a Common Riding song.

Communicating with your School

Selkirk High School
Hillside Terrace, SelkirkTD7 4EW
Scottish Borders

Tel: (01750) 720246

Call up the school any time to get information, raise a concern, and arrange appointments with Mr Bryson, Mrs Thomson, Miss Blair, Guidance staff or teachers. Do not hesitate – we really want to hear from you

Email:
selkirkhs@scotborders.gov.uk

As above, email the school any time to get information, raise a concern, arrange appointments with Mr Bryson, Mrs Thomson, Miss Blair, Guidance staff, teachers

Website:
www.selkirkhighschool.org.uk

Our new website has a full range of school information, updates and news. The Parent Zone page is updated with key message

Facebook
'Selkirk High School'



This is great to keep updated on the achievements of our students and to keep informed about key events at the school

Follow Selkirk High School @SelkirkHS
Follow Mr Bryson @JamieBrysonSHS



The SHS Twitter feed shares links with all info on Facebook

The Border Telegraph

We celebrate the success of our students on a weekly page in **The Border Telegraph**. This is also emailed to parents by Groupcall. The School Press Committee also produces Newsletters at Christmas and at the end of the Summer Term- all available on the website

School Newsletters

This has a full range of information about the school and is available on the school website or from the school office on request. This is particularly useful for prospective parents

School Handbook

This is a shorter version of the School handbook and is designed by the Selkirk High School Parent Partnership to support new parents

Parent Handbook

These are great opportunities to meet teachers, discuss the progress of students and discuss how best to support learning at home. Reports are also provided- see parent calendar of events on the school website

Parents Evenings and Reports

The school holds a range of Parent Information Evenings about the learner journey, careers and excursions

Parents' Information Evenings

The school communicates key updates on events and arrangements to all parents by email (or by text message on request)

Xpressions and Groupcall

The SHSPP meets Termly. Its ambition is to help 'engage families and inspire students'. All parents are welcome to join the SHSPP. Updates and information about opportunities and events are communicated by Groupcall, Xpressions and on the website

SHS Parent Partnership



Our Staff Team

HEADTEACHER

Mr J Bryson

DEPUTE HEADTEACHERS

Miss V Blair

Mrs L Thomson

BUSINESS MANAGER

Mrs J Bryson

PASTORAL TEAM

Mrs S Crooks

Mrs R Fagan

ADDITIONAL NEEDS

Mrs P Lane (Principal Teacher)

Miss L Howie

ENGLISH/LITERACY/MODERN LANGUAGES

Mrs K McKeown (Principal Teacher) English

Mrs L Gray English

Mr D Henderson English

Miss M Mitchell French and Spanish

EXPRESSIVE ARTS

Mrs L Kemp (Principal Teacher) Music

Mr A Everitt Drama

Mr C Dolan Art

MATHEMATICS/NUMERACY

Mrs S McHenry (Principal Teacher)

Mr T Cove

Mrs L McRobert

HEALTH & WELLBEING (PE and Home Economics)

Mr A Aiken (Principal Teacher)

Mr A Lyall PE

Mrs K Kay PE

Miss K Ditchfield Home Economics

Mrs J Wallace Home Economics

SOCIAL SUBJECTS

Miss P Barker (Principal Teacher) History

Mrs H Dodds Geography

Ms J Swan Modern Studies

Ms J Thompson Religious Moral Philosophical Studies

SCIENCES

Mrs Y Roy (Principal Teacher)

Miss N Douglas

Mrs C Everett

Miss L Hogarth

Mr P Lee

TECHNOLOGY & ENTERPRISE

Mrs C Poole (Principal Teacher) Technologies

Mr R Willan (Principal Teacher) Skills and Rural

Mr C Cunningham Business Management

Mrs C Orr Technologies

ADDITIONAL NEEDS ASSISTANTS

Mrs C Bird

Mr T De Bordes

Mrs P Dickson

Ms A Johnson

Mrs J McIntyre

Mrs S Swanson

OFFICE STAFF

Mrs L Kibble Administrative Assistant

Mrs K Carroll

Mrs C Howden

SCHOOL ASSISTANTS

Mrs L Forster Reprographics/HE/Technology

Mrs D Whitehead Reprographics/HE/Technology

LIBRARIAN

Mrs L Thomson

TECHNICIANS

Mr A Haining Science

Mrs A Rae Technical

JANITORS

Mr P Brownlee Head Janitor

Mr A Laurie

Mr E MacDougall

MUSIC INSTRUCTORS

Mrs K Hume Guitar

Mr C Kemp Brass

Mrs T Short Woodwind

Mr B Redman Percussion

Mr J LawStrings

TRADITIONAL MUSIC TUTORS

Elspeth Smellie Clarsach

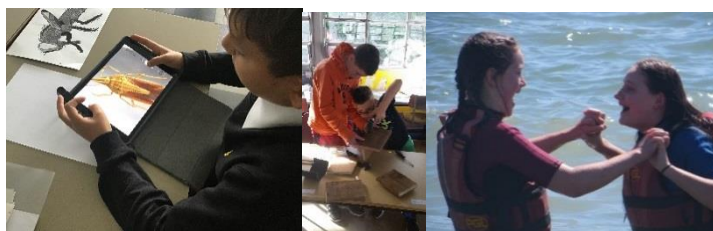
Hilary Bell Voice

Ian Lowthian Accordion

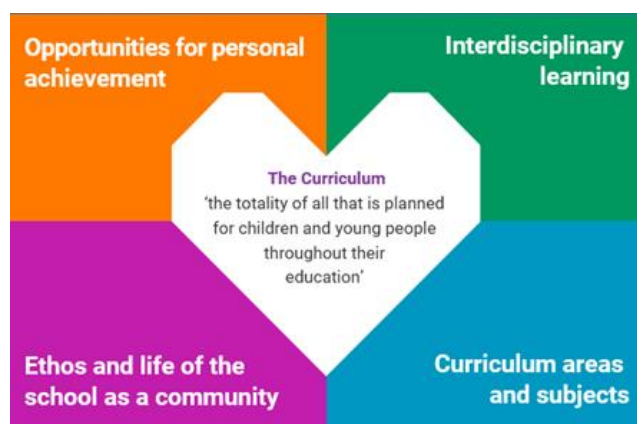
Andrew Bunyan Pipes



Our Curriculum: Values, Qualifications and Skills



We are determined that the curriculum at Selkirk High School meets the needs of all our learners. This means more than ensuring a positive destination beyond school: our curriculum aims to empower every student to achieve their potential and to put their values into action so that they may be happy and successful and enhance their community and their world.



Our curriculum is underpinned by the principles and contexts set out by Education Scotland and is informed by ongoing review, taking into account the views of students, families, teachers, and partners as well as local and national data.

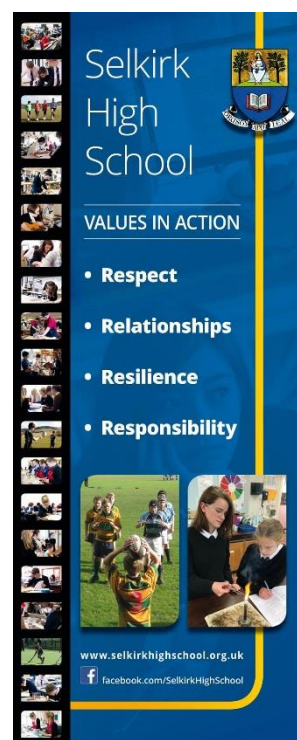
In its high valuation of skills and values- as well as academic subjects- the SHS Curriculum reflects the educational values of our community and offers opportunity for Achievement in 3 key areas: **Qualifications,**

Skills and Values.









In the **Broad General Education** all S1/2/3 students experience a wide range of subjects across the curricular areas of English and Modern Languages, Maths and Numeracy, Social Subjects, Science, Technologies and Enterprise, Expressive Arts and Health and Wellbeing. Students also experience the SHS Golden Skills course and, from 2020, S1 and S2 students have an enriched opportunity to put their Golden Skills and Values into action across a range of Volunteering, Enterprise and Employability contexts and progression in these areas is available in S3 and beyond. Throughout the curriculum, it is the responsibility of all SHS teachers to plan and promote Literacy, Numeracy, Digital Literacy, Employability and Health and Wellbeing as well as our Values in Action ethos.

From S1 to S6, all students are encouraged to engage in extracurricular life at SHS, to take opportunities to develop their leadership and to engage in the House System and school events. In all of these areas, students will have further opportunity to develop their confidence and contribute to their school by putting their Golden Skills and their Values into action.

Options in the **Senior Phase** are developing year on year as we strive with our partners to offer as meaningful an experience as possible. A range of pathways available to our students is set out in the SHS Course Booklet which aims to provide some useful information for our families who are invited, at any time, to make an appointment to discuss this important stage with relevant staff at the school.



VALUES IN ACTION AT SHS

<p>VIA ASSEMBLIES</p> <ul style="list-style-type: none"> • AUGUST • REMEMBRANCE (STUDENT-LED) • CHRISTMAS (STUDENT-LED) • EASTER (STUDENT-LED) • JUNE • END OF YEAR <p>VIA AWARDS THESE AWARDS ARE PRESENTED BY THE STUDENT HEAD TEAM TO STUDENTS, STAFF AND PARTNERS WHO HAVE MADE AN OUTSTANDING CONTRIBUTION TO OUR COMMUNITY</p> 	<p>CELEBRATING SUCCESS</p> <p>VIA FRIDAY: EVERY FRIDAY STUDENTS ARE REWARDED PERIOD 2 FOR THEIR VIA CONTRIBUTIONS</p> <p>PRAISE POSTCARDS: PRAISE POSTCARDS ARE PRESENTED TO STUDENTS EVERY FRIDAY FOR VIA</p> <p>VIA MERITS: STUDENTS ARE AWARDED MERITS FOR VIA WHICH CONTRIBUTE TO HOUSE POINTS</p> <p>PRIZEGIVING: A SECTION OF THE EVENING IS DEDICATED TO VIA AWARDS</p>
<p>PARTNERSHIPS</p> <p>-COMMUNITY PARTNERSHIP 2019-20: OUR PUPIL COUNCIL IS WORKING WITH THE SELKIRK HIGH STREET COMMUNITY TO DEVELOP VIA PARTNERSHIP TO STRENGTHEN RELATIONSHIPS BETWEEN THE SCHOOL AND TOWN</p> <p>-COMMUNITY VOLUNTEERING: WHOLE SCHOOL VOLUNTEERING IN THE TOWN PLANNED FOR 2020</p>	<p>THE ECO GROUP HAVE ACHIEVED THE GREEN FLAG ECO SCHOOLS AWARD FOR THE SCHOOL</p> 
<p>HARITY ENGAGEMENT</p> <p>YPI: ALL S2 STUDENTS PARTICIPATE IN THE YOUTH PHILANTHROPY INITIATIVE TO SUPPORT A LOCAL CHARITY</p>  <p>S6 CHARITIES COMMITTEE: S6 STUDENTS RAISE FUNDS FOR CHARITY AS PART OF THEIR LEADERSHIP AWARD</p> <p>ALL STUDENTS HAVE OPPORTUNITIES TO CONTRIBUTE TO EVENTS SUCH AS WEE SLEEP OUT</p>	<p>LEADERSHIP</p> <p>STUDENTS HAVE A RANGE OF LEADERSHIP OPPORTUNITIES IN THE SCHOOL:</p> <p>STUDENT HEAD TEAM AND PREFECTS HOUSE CAPTAINS IN EVERY YEAR GROUP FACULTY AMBASSADORS PUPIL COUNCIL DIGITAL LEADERS</p> 
<p>SHS EXPECTATIONS</p> <p>EVERY STUDENT IS EXPECTED TO PUT THEIR VALUES INTO ACTION IN ALL THEY DO- INCLUDING IN THE CLASSROOM. ALONGSIDE ACADEMIC ACHIEVEMENT, READY RESPECTFUL SAFE FEEDBACK IS AN IMPORTANT PART OF OUR SCHOOL TRACKING AND MONITORING OF PUPIL PROGRESS</p> 	<p>SHS IS PROUD TO HAVE ACHIEVED RRS STATUS</p>  <p>SHS IS PROUD TO HAVE THE LGBT BRONZE AWARD</p> 
<p>MENTORING</p> <p>STUDENTS PUT THEIR VALUES INTO ACTION IN A RANGE OF MENTORING OPPORTUNITIES:</p> <p>MENTAL HEALTH MENTORS ; MVP MENTORS; VIA HEROES; S1 BUDDIES</p> 	<p>EXTRA CURRICULAR LIFE AT SHS</p> <p>ALL SHS CLUBS HAVE A PARTICULAR VIA FOCUS</p> <p>EXODUS WEEK INCLUDES VIA FOCUS</p> 



Qualifications and Golden Skills

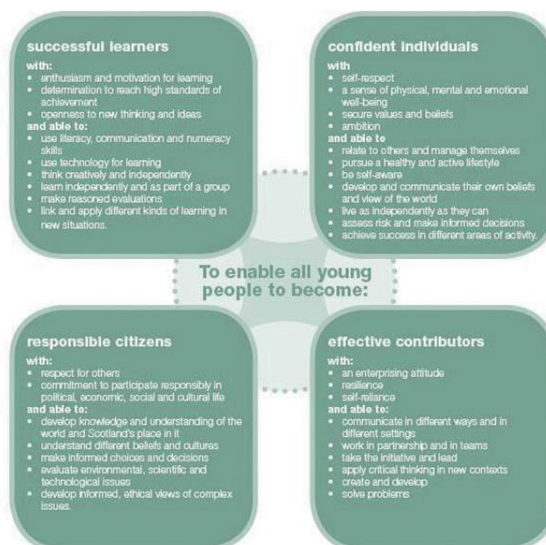
Our Curriculum and the Learner Journey

S1, S2 and S3 –

Broad General Education

The Broad General Education (BGE) from S1-S3 explores the 8 key Curriculum areas of the Curriculum for Excellence:

- Expressive Arts
- Languages
- Health and Wellbeing
- Mathematics
- Sciences
- Religious and Moral Education
- Social Subjects
- Technologies



Pupils experience this 'totality of learning' through the four contexts of learning of the Curriculum for Excellence:

- Curriculum areas and subjects
- Interdisciplinary learning
- Ethos and life of the school
- Opportunities for personal achievement

Our aim is to help our pupils to become:

- Successful learners
- Confident individuals
- Responsible citizens
- Effective contributors.



In S3, pupils can begin to specialise by choosing subjects of particular interest. As well as English, Maths and their Core Subjects (PSE - Personal Social Education with Pastoral Teacher-, PE and Religious Education), pupils select 7 other subjects. This element of personalisation and choice at this stage of the learner journey continues to motivate pupils and allows them to begin to focus on specific subject areas.



Senior Phase Courses - S4

In S4, as well as continuing with Core Subjects (PSE and PE), the majority of pupils at Selkirk High School will take courses leading to National Qualifications in English and Maths plus 4 other subjects.

At this point, the opportunities provided in the learner journey also expand to subjects delivered by the Schools Academy at Scottish Borders College. This gives our pupils a broad curriculum offer to select from, leading to a total of 6 qualifications by the end of S4.

Senior Phase Courses - S5

In S5, as well as continuing with Core Subjects (PSE and PE), the majority of pupils at Selkirk High School will take courses leading to National Qualifications in 5 subjects.

These subjects may be selected from the school or College offer and the level at which the subjects are taken should enable the pupil to progress from S4.

Senior Phase Courses – S6

Pupils in S6 are likely to follow a much broader and varied timetable designed around their planned positive destination. As well as Core PSE, S6 pupils study towards achieving 3 qualifications by the end of this year. Again, these qualifications should demonstrate progression.

In addition, all S6 pupils will work towards achieving the SQA Leadership Award at SCQF Level 6. Many pupils will also work towards achieving a Saltire Award through volunteering and some will take part in planned and accredited Work Placement opportunities.

At all stages of transition, pupils are given support in the form of 1:1 interviews with their Guidance Teacher and Careers Adviser as well as information in assemblies/events and on the Course Choice documents available on the school website.

Events for parents also take place to help with support from home.



Our Golden Skills



We identified our Golden Skills in partnership with our associated Primary Schools and business links

Golden Skills - P7 Transition

The Skills Journey for Selkirk High School pupils begins in P7. From January to June in the year before pupils start at the High School, P7 pupils take part in a programme of activities with a focus on the Golden Skills. This culminates in a two day Transition by which time the pupils will be familiar with these skills and how they can demonstrate them.

Golden Skills- BGE

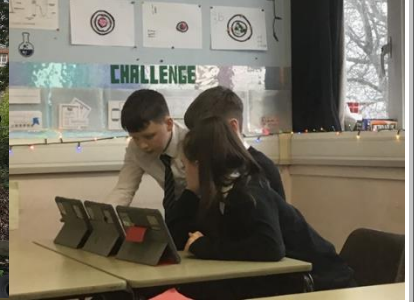
All pupils in S1 and S2 have 'Employability Skills' as a dedicated lesson on their timetable for 1 period per week. During this time, pupils develop their knowledge and understanding of the key employability skills and learn how they develop and apply these skills through their learning both within and out with school. By the end of S2, all pupils are well on their way to developing a CV that encapsulates their 'unique and magnificent potential'. Pupils continue to develop these Golden Skills throughout S3 and subject lessons are planned around how pupils can develop and progress in these skills in the context of the different subjects.

Golden Skills- Senior Phase

All pupils in S4 are given a valuable opportunity to put these Golden Skills into practice by taking part in a week long Work Placement. Preparation prior to the placements as well as afterwards allows the pupils to gain a greater understanding of the skills that they have developed and how they have demonstrated these as well as planning next steps. All S4 pupils can use this opportunity to work towards an SQA Work Placement qualification.

Pupils in S5 and S6 will continue to develop these skills through the context of their learning in subjects as well as through Wider Achievement opportunities both in school and outwith. At this stage, pupils will have developed a comprehensive CV and Personal Statement detailing their leadership and skills development with many real life examples of how they have applied these skills in unfamiliar contexts. All SS students receive a mock interview organised by our partners in the Rotary Club. This is excellent preparation for applications to College, Universities, Training Programmes and employment.





INSPIRE LEARNING

Inspire Learning is a very exciting and innovative part of the school! We use iPad technology in every classroom to enhance teaching and learning for all our learners. 95% of our learners surveyed said that the iPad was improving their learning experience.

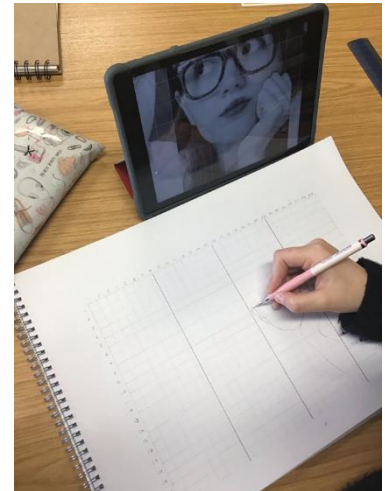
Inspire Learning is based around 4 pillars: Mobile, Collaborative, Personal and Excellence which shape how we use the iPads. For example:

Teachers can:

- Set individualised tasks
- Respond with a variety of immediate and personalised feedback
- Create more engaging and high-quality activities
- Collect pupil voice more effectively

Pupils can:

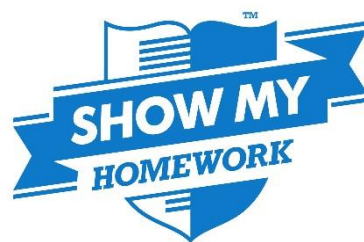
- Interact with and respond to more activities
- Collaborate more effectively with their classmates
- Use a variety of apps to develop their Golden Skills
- Record and lead their learning in different ways



Find out more and see some of our pupils and staff in videos using the QR codes below. #iaminspirelearning



Homelearning



Our Approach at SHS

1. All teachers provide Homelearning through Show My Homework. This application allows families to see exactly what Homelearning is set and when it is due. It also allows parents to see feedback from teachers and get involved.
2. Homelearning is clearly linked to class learning – Learning Intentions and Success Criteria should always be clear to students.
3. Practice, Revision, Pre-Study, Questions and Exercises should characterise most Homelearning:
 - most Homelearning will be short, retrieval tasks
 - some Homelearning may be more creative
4. Variety and Choice - some choice is given as appropriate e.g. how Homelearning is produced. The Inspire Learning iPad technology allows great variety and flexibility with Homelearning.
5. Feedback or application of Homelearning should be given in a timely fashion.

Frequency of Homelearning

1. Homelearning will be regularly provided as appropriate with the oversight of the PT. The ShowMyHomework app allows teachers to monitor the timing of Homelearning to help ensure students are never overwhelmed and that deadlines for different subjects are not set for the same times.
2. Students should have ample time to complete Homelearning- normally a week.

How can Parents help?

- Regularly asking about and showing an interest in homelearning.
- Helping to organise your child's time so that homelearning is not left to the last minute.
 - Providing a suitable environment for your child to complete homelearning.
 - Giving encouragement to produce high quality work.
 - Offering help if required but without doing the work for their child.
- Contacting the school if their child is experiencing difficulties or if they would like more information about homelearning.

Relationships for Learning

We are very proud of the quality of our relationships at Selkirk High School. Positive relationships between pupils and all school staff help create an environment where everyone can learn and enjoy the learning experience.

To establish these positive relationships Selkirk High School has THREE school expectations. Students and staff are expected to be:

READY
RESPECTFUL
SAFE

All school routines and responsibilities can be linked to one of these basic expectations and teachers will display and refer to these consistently.

Teachers will be relentless in teaching classroom routines including:

- Meeting & Greeting students with a relaxed positive welcome.
- Focussing their attention to best conduct and taking the fame out of bad behaviour.
- Ending the lesson consistently and calmly with personal conversations on leaving the classroom.
- Celebrating the success of students, whether through class feedback and displays, praise postcards, phone-calls home, Facebook communications, press citations, prize- giving assemblies.



Teachers will calmly deal with any behaviour concerns and will attempt to keep conversations around behaviour private with individual students.

Teachers will use agreed scripts and strategies to deal with poor behaviour and maintain a positive relationship with all students.



SELKIRK HIGH SCHOOL

RELATIONSHIPS FOR LEARNING



Recognising positive conduct by using verbal and written praise is also an important part of building positive relationships in Selkirk High School.

Selkirk High School aims to be a restorative school. Restorative questions are displayed outside classrooms and teachers will use restorative meetings to restore relationships.

Student Leadership

Selkirk High school is committed to providing student leadership opportunities to all students. These leadership opportunities will support the work of the school and wider community whilst enabling students to build confidence, raise aspirations and recognise their unique talents.

Leadership opportunities will develop students' Golden Skills and allow students to put our school values of Respect, Responsibilities, Resilience and Relationships into action. They also support positive partnerships between students and staff.

Leadership opportunities will have a positive impact on one or more of the following:



- Development of our Values and Golden Skills
- The ethos of Selkirk High School
- Learning and Teaching in Selkirk High School
- The Health & Wellbeing of staff and students
- Fostering positive links with the local and wider community

The Informal Leadership Culture: Values In Action

In Selkirk High School we believe that the most important leadership opportunities are available informally to staff and students each and every day. What can each member of the school community do to make Selkirk High School a more enjoyable and pleasant place to be? Is there something that you can do to help the school environment? Can you make life in Selkirk High School more enjoyable for an individual or group?

Examples of our informal leadership culture would be:

- Picking up litter and putting it in the appropriate recycling bin – even if you haven't dropped it!
- Making sure the spaces you and your friends use are tidy when you leave them
- Doing the right thing rather than the popular thing
- Helping someone if they are upset or unhappy – even if they are not your friend
- Showing a visitor to the school where to go when asked for directions
- Being polite, thoughtful and respectful at all times to all members of the school community

Formal Leadership Opportunities

Students will also have the opportunity to be involved in formal school leadership opportunities throughout their time at Selkirk High School.

These will include:

- Student Head Team and Prefects in S6
- House Reps/Captains
- Student Council representatives
- Sports team captains/extra-curricular leadership roles
- Faculty Ambassadors
- Mentors in Violence Prevention in S5
- VIA Heroes Support Mentors in S3/4
- Charities work/committees
- All S6 pupils are expected to achieve their SCQF Leadership Award



SHS Extra-Curricular Opportunities

We are extremely grateful to all staff, partners and students who commit so much of their time to supporting our young people beyond the classroom.

Extra-Curricular involvement is a valuable part of the rounded education we strive for at Selkirk High School. Please have a look at what is on offer - pupils are always welcome and should feel free to try out as many clubs as they like.

- All pupils at Selkirk High School are encouraged to get involved in as many extracurricular opportunities as possible.
- Joining a club can be a lot of fun and an excellent way to make friends and add a range of different experiences to the school week. It's also a good way to have a calm and healthy lunchtime.
- It can also help develop the **SHS Golden Skills** of **Teamwork, Creativity, Problem Solving** and **Communication** as well as having a **Positive Attitude**.
- Every club also provides opportunities to put our **School Values** of **Respect, Responsibility, Relationships and Resilience** into action and break down barriers between groups of students and between different year groups.

The information on the following pages gives you some examples of the extra-curricular opportunities available at Selkirk High School.



STEM CLUB

This is a club for everyone interested in how things work and how they are made. Brace yourself for some big ideas from the world of Science Technology Engineering and Maths.

Golden Skills: Numeracy, information handling, problem solving

Values in Action: Resilience, Responsibility



Maths Club

This is a club for everyone interested in puzzles, logic and Maths. Play board games and much more! We use our problem solving, team work, and communication skills. The club also helps pupils build relationships and grow in confidence.

Golden Skills: Numeracy, information handling, problem solving

Values in Action: Resilience, Responsibility, Relationships



Rights Respecting Schools

This is a club for anyone who would like to get involved in promoting Human Rights, good values, respect and tolerance across our school and community. We will plan events, organise campaigns and work with teachers and other committees in the hope of achieving our Silver Rights Respecting Schools Award.

Golden Skills: Teamwork, problem solving, resilience, creativity & positive attitude

Values in Action: Respect and Relationships



Hockey

Hockey has always been a great success at Selkirk High School. It is a brilliant opportunity to meet new people, socialise with friends and stay active. Members are provided with the opportunity to train one night a week and play competitive games against other schools on a Friday afternoon. New members are always welcome, come and speak to the P.E department if you are interested.

Golden Skills: Teamwork, communication, positive attitude, being healthy

Values in Action: Relationships, Respect

	<h2 style="text-align: center;">Football</h2> <p>This is an opportunity to come and ENJOY playing Football on the 2G pitch on a lunchtime. All S1 & S2 welcome. Teamwork – Together Everyone Achieves More Positive Attitude – Helping your team mates, fellow participants learn new skills and encouraging all to give their best effort.</p> <p>Golden Skills: <i>Teamwork, communication, positive attitude, being healthy</i> Values in Action: <i>Relationships, respect</i></p>
	<h2 style="text-align: center;">Rugby</h2> <p>S1 and S2 S3/U15 and U16</p> <p>This is an opportunity for all students to develop their understanding of rugby as well as improving their skills and games understanding. Sessions allow players to develop both physically and mentally. Team work is at the centre of these sessions where players learn to work successfully with others to achieve improved performances.</p> <p>Golden Skills: <i>Teamwork, communication, positive attitude, being healthy</i> Values In Action: <i>Relationships, respect</i></p>
	<h2 style="text-align: center;">Book Club/Harry Potter</h2> <p>If you love reading and want to find out about new books, discuss what you've been reading with others and write reviews for the local press, this is the club for you! Previous groups have also run competitions and events to promote reading across SHS. This year we're also thinking about adding a Harry Potter element to the club so if you know your Slytherin from your Ravenclaw, we're looking for you!</p> <p>Golden Skills: <i>Literacy, reading for enjoyment, active listening</i> Values in Action: <i>Relationships, Respect</i></p>
	<h2 style="text-align: center;">Guitar Group</h2> <p>Mrs Hume prepares a wide variety of music that appeals to all guitarists.</p> <p>Golden Skills: <i>Communication, Creativity, Positive attitude</i> Values in Action: <i>Responsibility, Relationships, Resilience</i></p>

	<h2 style="text-align: center;">Choir</h2> <p>Open to anyone who loves to sing!</p> <p>Golden Skills: Communication, Creativity, Positive attitude Values in Action: Responsibility, Relationships, Resilience</p>
	<h2 style="text-align: center;">Ceilidh Band</h2> <p>Open to anyone who plays any instrument Mr Lowthian always chooses music that is enjoyable to rehearse and perform. Come along and join in.</p> <p>Golden Skills: Communication, Creativity, Positive attitude Values in Action: Responsibility, Relationships, Resilience</p>
	<h2 style="text-align: center;">School Band</h2> <p>This group rehearses on Thursday lunchtime at 1.30 pm in the Music department. It is open to anyone who plays brass, woodwind or percussion. Rehearsals begin around October and continue weekly.</p> <p>Golden Skills: Communication, Creativity, Positive attitude Values in Action: Responsibility, Relationships, Resilience</p>
	<h2 style="text-align: center;">Drama</h2> <p>If you enjoy performing with the possibility of showing family and friends your skills then this is the club for you. In Drama Club you will take part in games and improvisation and grow in confidence!</p> <p>Golden Skills: Teamwork, Communication Values in Action: Relationships, Resilience</p>
	<h2 style="text-align: center;">Homework Club</h2> <p>If you need a quiet space, or a computer to complete your homework then 10C is the place for you. S6 pupils are also there to help.</p> <p>Golden Skills: Positive attitude, managing my learning Values in Action: Responsibility, Resilience</p>



Games Club

This is a club for anyone who enjoys jigsaws, chess, Lego or any other board games. Come along and join us on Wednesday. It's a great way to make new friends.

Golden Skills: Communication

Values in Action: Relationships



Media Club

Are you interested in making short films and taking pictures? Would you like to edit footage and develop skills using a range of applications? Would you like to work in teams to plan and stage photoshoots? We hope to develop and create a range of projects allowing you to show off your media skills and helping you build new ones.

Golden Skills: Creativity, Communication, Teamwork

Values in Action: Responsibility, Relationships



Big Questions Club

Big Questions: Life, Purpose, and Hot Chocolate

Come along for hot chocolate and discussions about the big ideas of life. What are we for? Why do we wonder what we're for?

Where are we going? Are we there yet?

We'll make these discussions interesting and fun, and everything's better with hot chocolate anyway.

Golden Skills: Communication, Teamwork

Values in Action: Respect, Relationships



Sustainability and Enterprise Club

Are you a budding Entrepreneur?

This club is all about making products to sell and setting up a small business. Pupils will be encouraged to explore areas of up-cycling, making and selling and given the opportunity to explore their own areas of interest.

Golden Skills: Problem solving, Creativity

Values in Action: Responsibility



Horticulture Club

We are very lucky to have a great set up ready and waiting for students to use and enjoy the hands-on experience of growing. There will also be other opportunities for students interested in horticulture. Activities include polytunnel production, vegetable gardening, fruit tree maintenance, container plantings, expert advice from the local community, and lots of food!

Golden Skills: *Being Healthy, Resilience, Problem solving*
Values in Action: *Resilience and Relationships*



Cyber Discovery

Discover your talent for cyber security

Cyber Discovery is HM Government's free, online, extracurricular programme turning teenagers across the country into cyber security experts. For students aged 13-18, they are seeking problem solvers, code crackers and, most importantly, those who never give up.

Whether you're already a white-hat hacker in training or you've never touched a keyboard before, you could be just the person they are looking for.

Golden Skills: *creativity, problem solving ability, team work*
Values in Action: *Resilience & Responsibility*



Gender & Sexual Orientation Alliance

This group is for members of the LGBT community. We have links to organisations including LGBT Youth Scotland and Rowlands. This is an opportunity to socialise, openly discuss LGBT issues as well as offer support and guidance to each other. Please see Miss Swan or Pastoral staff if you are interested in finding out more about this group. Enquiries and membership can be treated confidentially.

Values in Action: *Respect and Relationships*
Golden Skills: *Resilience, communication, team work*



Interest Link Buddy Lunch club

Stefanie/Donna/Senior Pupil helpers

Where? Room 12

When? Tuesday lunchtime weekly Oct-Dec

Who? By invitation

Golden Skills: *creativity, communication, confidence, resilience*
Values in Action: *Relationships*





Eco Group

This is a group for anyone interested in all things Eco. We have just achieved Selkirk High's first green flag and will try to continue this good work. Our current projects include introducing bees to the school and improving how we recycle as a Zero Waste Champion school for 2019-20. If you have any Eco ideas you would like to try put into action then this is the group for you!

Golden skills: *Teamwork, Communication, Problem Solving, Creativity, Leadership*

Values in Action: *Responsibility and Relationships*



Netball Club

This club has been devised to provide young people at SHS the opportunity to enjoy and develop netball Skills, make friends, develop team work, keep healthy and develop confidence. Depending on numbers involvement in fixtures will also be an opportunity.

Golden Skills: *Teamwork, communication, positive attitude, being healthy*

Values in Action: *Relationships, respect*



*The Glory that was
Greece...*

*and
The Grandeur
that was Rome.*



Classics Club

This club has been devised to provide young people at SHS the opportunity to begin their understanding of the Ancient World; to have an awareness of its languages, customs, beliefs, social structures, institutions and history. In a fun and exciting way, we will look at the differences and similarities between our modern society and the civilisations of the Ancient Greeks and Romans.

Golden Skills: *Research for Information, communication, creativity, positive attitude*

Values in Action: *Resilience, Relationships*

Exodus Week

Selkirk High School's Exodus programme takes place in May/June each session when the usual timetable is suspended. The programme involves students taking part in a wide range of experiences that are aimed at developing the four Curriculum for Excellence capacities and the Health and Wellbeing agenda. The programme encourages students to put their Values Into Action and apply their Golden Skills in unfamiliar contexts.

FIRST YEAR

All First year students are offered the opportunity to go away together to Rock UK at Whithaugh Park, Newcastleton for one week.



Whithaugh Park consists of an estate of over 100 acres. Pupils will be living in wooden chalets and activities include swimming, mountain, biking, high ropes, kayaking, teambuilding, zip wire and much more! The structured programme followed during the week is intended to keep them busy all of the time. The activities are organised to bring out many aspects of personal development such as working as part of a team and being able to get on with others. It is intended to be a lot of fun and it is hoped that all of first year will attend. Financial assistance may be available- please contact the school office.

SECOND YEAR

As part of the Exodus programme all second year students participate in a Health Week during which pupils can participate in a wealth of activities and explore a wide range of issues aimed at encouraging a healthy life style.



THIRD YEAR

All third year students are offered the opportunity of a week-long excursion as part of the Exodus programme. Usually, at least one foreign trip is offered.

The following are examples of what has been on offer in the past:-

Ardeche - Outdoor pursuits

Home Base - Various activities

Scottish Cities- Various Activities

FOURTH YEAR

Fourth year students attend a Work Experience placement giving them an insight into the world of work. The placements provide students with the opportunity to develop their Golden skills and to achieve an SCQF Work Placement Unit.

SENIOR LEADERSHIP CHALLENGE

The aim of the senior challenge is to build an effective 6th Year team who will be better prepared to meet the special challenges they will face as prefects at Selkirk High School. During this week, S6 students will start working towards their SCQF Leadership Award.



Traditional Music at Selkirk High School

We are very proud of our Traditional Music School at Selkirk High School which provides opportunities for students to express their creativity and build confidence whilst promoting the music of our regional and national culture and heritage.

Alongside the SBC regional provision of Brass, Woodwind, Violin, Percussion and Guitar we offer Accordion, Clarsach, Fiddle, Traditional Singing and Chanter/Bagpipes. This enriched musical experience complements the existing Regional Instrumental Service. Free tuition is available to both primary and secondary students and strengthens existing primary/secondary links as well as helping to ensure the wellbeing of all students by developing their confidence and experience of success.

Our tutors are local musicians who are willing and able to share their skills and enthusiasm and this community/school connection is an essential part of the success of music at SHS. Students are encouraged to have high expectations and are inspired and motivated to learn. Our school ceilidh band has emerged as a consequence of these links and this gives all our students an opportunity to appreciate the communal delight of performing in an intergenerational ensemble.

Through public performances and workshops we have established a reputation for excellence and our students are actively involved in school and across the community. A celebration of our National Scottish culture and heritage flourishes alongside our local and community traditions.



Pupil Support in Selkirk High School

Pastoral Support

The Pastoral system in the High School is there to offer care and support for students throughout their school career. It is important that students have regular contact with their Pastoral Teacher – Mrs Fagan or Mrs Crooks- who oversees their time at school, meets them regularly and is always there to help.

Before they arrive at High School all P7's will know and have met their Pastoral teacher. If a student has an older brother or sister at school then they will automatically be placed in the same House which provides continuity for the Pastoral Teacher and the family.

Students will have regular contact with their Pastoral teacher through weekly Personal and Social Education lessons and at key transition points throughout a student's career at SHS.

If a student is experiencing difficulties, then the Pastoral Team will be the first line of contact for students and parents. A member of the pastoral team will usually be the person who contacts parents if we are concerned about any aspect of a student life in school. We take any incidence of bullying behaviour very seriously and encourage parents to get in touch immediately if they have any concerns.

THE HOUSE SYSTEM

Each student is allocated to one of three houses, Ettrick, Yarrow or Tweed. To foster a sense of belonging to each House, regular inter-house competitions are organised in a range of sporting and other activities. All students are encouraged to take part and trophies are presented to House captains at the Prize Giving Ceremony in June. Students are encouraged to organise teams themselves and each year will elect House reps who are responsible for doing this.

CHILD PROTECTION

National Guidance for all child protection agencies requires schools to report if they believe that a child may come to harm as a consequence of possible abuse. Like all SBC schools, Selkirk High School has a designated member of staff (Mrs Laura Thomson DHT), who is responsible for child protection matters and who is specially trained for the task. An extensive training programme has also been undertaken to ensure all staff are aware of their responsibilities.

The SBC Respectful Relationships Policy can be downloaded from the website: www.scotborders.gov.uk/antibullying

**Scotland's Anti-Bullying service
- Respect Me - gives general advice as well as information on cyberbullying on their website: www.respectme.org.uk**

Pupil Support in Selkirk High School

Additional Needs

All staff in Selkirk High School work closely with the Additional Needs Department. Often, an Additional Needs member of staff will provide support in the classroom with the subject teacher. They will be there to help any student who may be experiencing difficulties. At other times, students may be taken out of class on an individual basis to receive help from a member of staff or from a senior student. In addition to this, Fast-Track Literacy and Numeracy work also takes place within the Additional Needs department for students who require more intense support. It is school policy to include students within classes whenever possible and Additional Needs staff work with subject teachers to ensure that class work will be suitable for all students. However, a more bespoke timetable is sometimes required to support individuals with particular needs.

The Additional Needs staff are supervised by the Principal Teacher Mrs Lane who oversees and co-ordinates all the work of the department. Any parent who is concerned with any aspect of Additional Needs should contact either Mrs Lane or the appropriate Pastoral Teacher.

Additional information about the Local Authority's arrangements regarding additional support needs can be accessed at the appropriate section of the SBC website.
http://www.scotborders.gov.uk/info/886/additional_support_needs

SHS Uniform

We expect all students to arrive at school smartly dressed and ready to work

- A white shirt and school tie tied at the top
- A plain black V-neck jumper, cardigan or black sweatshirt- not hoodies*
- Black tailored trousers or skirt- not jeans or leggings
- Smart, sensible, black school shoes
- Encouraged – black school jacket



*Pupils wearing outdoor clothing are expected to change on arrival

The uniform is a constant visual reminder of our high standards. It is aspirational. It represents our united effort to be the best we can be. It represents the pride we have in our school and our belief in every young person's unique and magnificent potential, regardless of their background and ability. It can give young people confidence, self-belief and a sense of belonging.

Students also tell us that the uniform shows that everyone is equal and helps prevent prejudice based on appearance.

We would like to thank parents and carers for supporting the school uniform. It is an indirect but significant factor in the school's ethos and success.

Financial Support – Clothing Allowance and Free School Meals

- NU2U Recycling Opportunity: in partnership with Rowlands, the school has created a free clothes/ kit recycling opportunity - please phone the school for details.
- If there is a particular reason preventing your child from wearing the school uniform, please contact the school or provide a note.
- You may be entitled to support for School Clothing and/or School Meals- Please visit the SBC website or contact the school to check.
- Breakfast is offered by Rowlands to everyone in the School Hall every morning.

EDUCATIONAL MAINTENANCE ALLOWANCE

An EMA has been available to eligible young people remaining in full time education beyond the statutory leaving age of 16. It is a weekly payment made directly to the young person from a family whose annual household income is £22,403 or less.

Payments will only be made if the pupil has satisfied attendance requirements. Pupils must complete a learning agreement. Information and application forms are available from the school office.

Selkirk High School Parent Partnership: SHSPP



Parents, carers and family members are by far the most important influences on children's lives. Research shows that when parents are involved in their child's learning, children do better at school and throughout life.

Because parents have such a vital role to play in their children's education, the Scottish Parliament has passed a new law called the Scottish Schools (Parental Involvement) Act 2006 – to encourage and support more parents to become involved.

The main aims of the Parental Involvement Act are to:

- Help parents become more involved with their child's education and learning.
- Welcome parents as active participants in the life of the school.
- Provide easier ways for parents to express their views and wishes.

The Parent Partnership at SHS

The Parent Partnership at SHS is far more than a fund-raising body. It actively seeks to engage parents in all aspects of school improvement. Current areas of activity include:

- working with the school to develop communication between parents and the school, including the development of the school website and support packs for new parents.
- the creation of the Parent Engagement Programme which offers a range of workshops including Literacy, Numeracy and Health and Wellbeing (e.g. Raising Teens with Confidence)
- the development of the Parent Voice to ensure the views of all our parents are understood.
- Fundraising and support for a range of school events

Message from our SHSPP Chair, Duncan Bury:

Our aim is in line with Scotland's national action plan on parental involvement, parental engagement, family learning and learning at home. That is, in summary, to get parents as involved as possible in the education of their children both within school and outwith school.

This needs to be driven by Parents and Teachers and most importantly by the pupils themselves. In the 21 years (and ongoing) I have had children going through the Scottish Education system one thing has struck me. Every child is capable and every parent can support their child but it's not always easy! We just have to work out how.

In the coming year it is our intention to move the Parent Partnership towards being an innovative, and sometimes challenging, partner of the school. If you need support, have an idea or want to be involved, please join us at the SHSPP or get in touch through the school office or directly with me: duncan@friarshawmuir.com

Appendix – School Information

Selkirk High School is a nondenominational, co- educational secondary school with 387 students at present.

Accommodation

The main classroom block houses the majority of subject departments, Canteen, Library, Resource Centre, Administration Office and Senior Staff.

The Music department was opened in December 1996 and comprises a suite of classrooms and practice rooms, together with a concert hall. The Agriculture/Horticulture department is on a separate site adjacent to the main school site.

The school playing fields are situated directly behind the main building.

School Meals

The cafeteria is there for pupils' convenience and offers meals, light lunches and drinks. If pupils take a packed lunch, they can eat it in the dining area. Students are asked to keep tables tidy and to place all litter in the containers provided. Students should only consume food in the Dining Area.

School Library

The Library has a large stock of books and "talking books". The Library is open at breaks and lunchtime each day, and year groups are assigned particular days.

Study Area

There is a designated senior study area. Senior students are encouraged to use the facility when not in subject lessons.

Security

Students should not normally bring valuables to school. Larger amounts of money should be left with staff in the School Office. Students should not leave money or valuables in changing rooms. They must be handed in to the PE Teacher, who will lock them up until the end of the lesson.

When parents and visitors arrive at the school they must sign in at the office and collect a visitor's pass.

School Nurse

A weekly "Drop-In" Clinic is available with the school nurse.

School Transport

Pupils in our catchment area are eligible for free travel provided their home is more than three miles from the school. They may travel on special buses or they may be given a pass to use on public transport. Parents moving into the area may contact School Transport Office at SBC Headquarters if transport arrangements have to be made for their children.



New S1 pupils receive their bus passes by post during the summer holiday. Where provided, seat belts should be worn on school transport. Bus permits must be carried at all times, and any misbehaviour may result in this being withdrawn.

Associated Primary Schools

The school accepts students from a catchment area served by:

KIRKHOPE PRIMARY SCHOOL Ettrickbridge, Selkirk TD7 5NE 01750 52231	YARROW PRIMARY SCHOOL Yarrow, Selkirk TD7 5JJ 01750 82235	KNOWEPARK PRIMARY SCHOOL 1 Curror Street, Selkirk TD7 4HF 01750 21736	LILLIESLEAF PRIMARY SCHOOL Lilliesleaf, Melrose TD6 9HX 01835 870251	PHILIPHAUGH COMMUNITY SCHOOL 2 Linglie Road, Selkirk TD7 5JJ 01750 21774	ST JOSEPH'S RC PRIMARY SCHOOL Back Row, Selkirk TD7 4AQ 01750 20343
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Enrolment

Transfer from Associated Primary Schools

Parents of students who are transferring from the school's associated primaries in the normal way are invited to a meeting held in June of the transfer year. The meeting takes the form of an open night and includes staff from the High School explaining the aims of the school and describing the opportunities it provides.

Parents are able to meet support staff and senior staff and discuss with them any matters relating to their child's educational provision.

All Primary 7 students attend a two-day visit to the High School in June of the transfer year, following their timetables, meeting Pastoral staff and finding out about life in secondary school. Throughout P7 students will be involved in projects that introduce them to the High School. In addition support staff liaise with Primary 7 teachers to ensure that important information is passed on to the High school, and that P7 students have the opportunity to ask questions about life in the High School.

Placing Requests or Visits to the School

For placing requests please phone the school and ask for Jamie Bryson, Headteacher or email rjsbryson@glow.sch.uk

To arrange a visit please phone the school and ask for Jamie Bryson, Headteacher or email rjsbryson@glow.sch.uk

Families moving into the catchment area should register children of secondary school age at the school office.

Post 16 Transition

We are dedicated to ensuring all students find a positive destination when they come to leave school whether their pathway is College, Modern Apprenticeship, University, Training programme or Employment.

For the majority of students, support from the Pastoral team, through the PSE programme and 1:1 interviews with Skills Development Scotland are sufficient to ensure that they have appropriate plans in place when they leave. UCAS personal statements for example are thoroughly prepared and supported for our University applicants.

However it is acknowledged that some students, for a variety of reasons, may struggle to make a transition from school. At Selkirk High School we have a planned transition programme for identified students starting in S3, involving multi agency work. This early discussion with appropriate agencies helps to ensure that students and families, potentially vulnerable in transition, are well prepared to move on from school.

Our PSE classes prepare students for the future in partnership with colleges, universities and employers. Great care is taken to ensure that individual pathways are supported.

School Survival Kit

What should you bring with you?



We expect students to take responsibility by being Ready for Learning

1. You should be following the school dress code (unsuitable clothing such as jeans, tracksuits, scarves will mean that you cannot take part in some practical lessons for safety reasons).
2. You should have a bag to carry all you need for the day.
3. You should have all the books and jotters you need for the day.
4. You should have a supply of pens, pencils, ruler, rubber and sharpener. For some subjects you may need coloured pencils.
5. You should have any special requirements for practical subjects such as Home Economics or P.E.
5. All pupils will be issued with a locker, supplied with a key (cost £5.00). Pupils will be required to pay for replacement keys.

School term dates for 2020/21

Autumn term

Monday 11 Aug 2020	- Pupils resume
Friday 9 Oct 2020	- Last day for pupils and staff - mid-term holiday
Monday 19 Oct 2020	- All resume
Thursday 12 Nov 2020	- Staff in service day
Friday 13 Nov 2020	- Staff in service day
Monday 30 Nov 2020	- St Andrew's Day holiday, school closed
Friday 18 Dec 2020	- Last day of term for pupils and staff

Winter term

Tuesday 5 Jan 2021	- All resume
Thursday 11 Feb 2021	- Last day for pupils - February holiday
Friday 12 Feb 2021	- Staff in service day
Wednesday 17 Feb 2021	- All resume
Thursday 1 Apr 2021	- Last day of term for pupils and staff

Summer term

Monday 19 Apr 2021	- All resume (Good Friday falls within Spring break)
Friday 30 Apr 2021	- Staff in service day
Monday 3 May 2021	- May Day holiday, school closed
Thursday 17 Jun 2021	- Selkirk Common Riding
Friday 18 Jun 2021	- Selkirk Common Riding
Wednesday 23 Jun 2021	- Last day of term for pupils and staff

School Day

33 period week	Mon, Tues, Wed, Thurs		Fri - shorter day
Period 1	08.50 – 09.40	Period 1	08.50 – 09.40
Period 2	09.40 – 10.30	Period 2	09.40 – 10.30
Interval	10.30 – 10.45	Interval	10.30 – 10.50
Period 3	10.45 – 11.35	Period 3	10.50 – 11.40
Period 4	11.35 – 12.25	Period 4	11.40 – 12.30
Period 5	12.25 – 1.15	Period 5	12.30 – 1.20
Lunch	1.15 – 2.05		
Period 6	2.05 – 2.55		
Period 7	2.55 – 3.45		

Individual Support – Further Information

At any point in their lives children or young people may need extra help with their education. This may be for any reason and at any time. This is often referred to as additional support for learning or having additional support needs.

Some examples of why a child/young person may require extra help with their education are:

- Bereavement or family illness
- Problems at home
- Bullying
- Being particularly gifted or able
- An illness, disability or sensory impairment
- Having English as an Additional Language

A child/young person's needs may last for a short time, and the problem may be resolved easily. Or their needs might be very complex, and they may require additional support for a number of years.

If you feel that your child needs additional support for learning, the first person to speak to is your child's Pastoral teacher. You have the right to request an assessment of your child. Within SBC schools we operate a model of staged intervention where support is provided in varied ways to meet individual needs. Our approach to assessment ensures that the needs of children and young people are recognised and appropriate support can be provided.

You can also speak to the Education Team Leader at your local Integrated Children's Services office.

Eildon
Abbotsford Road, Galashiels
Tel. 0300 100 1800

Parents/carers are always involved in making decisions about their child's education and we will always ask your permission before any specific referrals are made. While your child is receiving support, we will regularly review your child's progress.

At times, parents/carers and schools may come into dispute. While we would always hope that difficulties could be resolved at the school level we recognise that parents or young people may wish to formalise their concerns. To assist with this we have a complaints procedure and also offer independent mediation and adjudication. It is also possible under certain circumstances to refer the case to the Additional Support Needs Tribunal for Scotland.

The statutory framework for Additional Support for Learning is the Education [Additional Support For Learning] [Scotland] Acts 2004 and 2009. A good place to find independent information is Enquire, the Scottish advice service for Additional Support for Learning. They have a wealth of information, including practical guides and fact sheets for both parents/carers and young people. You can find the website at www.enquire.org.uk, or ring them on 0845 123 2303.

Further information and support to parents of children and young people with ASN are identified under the Additional Support for Learning (Sources of Information) (Scotland) Amendment Order 2011 as:



- (a) Children in Scotland: Working for Children and Their Families, trading as “Enquire – the Scottish advice and information service for additional support for learning”, a charitable body registered in Scotland under registration number SC003527
- (b) Scottish Independent Advocacy Alliance, a charitable body registered in Scotland under registration number SC033576; www.sias.org.uk
- (c) Scottish Child Law Centre, a charitable body registered in Scotland under registration number SC0127471. www.sclc.org.uk
http://www.scotborders.gov.uk/info/886/additional_support_needs

Educational Psychology Service

The Educational Psychology Service (EPS) works with all SBC schools to support children’s learning and wellbeing.

We provide advice and training to school staff on how children learn, and advise on ways to help children who require support.

If requested by the school, we can arrange follow-up for individual children and young people, together with their families and teachers, to help support their learning, or with social or emotional issues. This is generally achieved by meeting the children, their families and school staff, to review the support they have already received and agree ways in which we can all help your child in school. In some cases, we may agree that a psychologist will work on a one-to-one basis with your child to obtain a clearer picture of how they can best be supported.

If you have any worries about your child, please contact their school, in the first instance, to arrange a meeting to discuss your concerns. All schools have access to a range of support Services and your child’s Head Teacher will be able to advise you about when the EPS may be able to help.

Further information about the EPS is available on the Scottish Borders Council website. Here you can access a downloadable leaflet for parents and carers, which explains in more detail how we may be able to work with you to support your child in school.

Please see www.scotborders.gov.uk/EPS

What you or your child should do if your child is...

Late for School

Students should report to the school office. If they have a reason, they should bring a note written and signed by a parent.

If they have no reason, they may be expected to make up for missed work at lunchtime or after school.

Absent from SCHOOL

Parents should telephone the school office before 9a.m. on the first day of an absence.

Feeling ill or has hurt themselves

Students should tell their teacher, or at break, go to the School Office. They should NOT GO STRAIGHT HOME.

If in doubt, they should go to the Office for help where a first aider will be available.

Requiring to be excused from school

Students should bring their appointment card, or a note from a parent, to the School Office before they need to go. They should always report to the Office when they return from an appointment.

Parent queries or concerns

We would encourage parents to contact the school should they have a query or concern. Contact can be made using the school e-mail address, or by phoning the school.

Office staff will direct queries or concerns to the person best placed to respond and, depending on the nature of the query or concern, parents will receive a response as soon as possible.

Emergency Closure of the School

In the event of an emergency arising whereby it is necessary to close the school, you will be contacted by 'Group Call' which is a text message to your mobile phone. It is the parents' responsibility to inform the school of any changes to your contact details. If you know that your mobile phone does not have a signal, or you do not have a mobile phone, please inform the School Administrator so that she can record an alternative landline number to contact you on. Pupils will not be allowed to leave the school unaccompanied unless school staff are satisfied that there is someone at home to receive them.

Severe Weather

In the event of severe weather we will make every effort to keep the school open and continue as normal. However, there may be situations where this is not possible and it is therefore important that you follow the points below in terms of transport arrangements.

During adverse weather, school transport may be subject to cancelled services, amended routes, longer journey times or alternative bus stops used. In extreme cases there may be the need to cancel all school services.

Morning Journeys

1. School bus drivers and operators have complete discretion to cancel or vary school transport given any local weather conditions.
2. In the case of morning journeys to the school, the driver may decide that he/she either cannot undertake the journey or complete the trip to school. The driver would then return the children home. In the event of adverse weather conditions, parents should ensure that some arrangement has been made at home to cover this possibility.
3. Should the school transport for your child not operate in the morning because of adverse weather conditions but you decide to take your child to school yourself then you are expected to collect your child either at the end of the school day or at the time of early closure. Do not bring your child to school when buses do not run unless you are certain of being able to collect them at the end of the school day – even if the weather worsens.
4. School transportation may well be delayed due to adverse weather so pupils will have to wait longer and be exposed to the cold.
5. Parents must ensure that their children are warmly dressed just in case the journey to school is very slow or even halted in bad weather. In normal circumstances, pupils should not wait more than 15 minutes if the bus is late. In severely cold weather, this 15 minute rule need not apply.
6. If your child travels to school on connecting services, drivers will be told to wait for each other and not to leave any children standing in adverse weather conditions. Should the second bus not arrive children will be returned home. If the second bus does arrive but cannot complete the journey to school that driver will return children to their homes.

What will happen if pupils are sent home early due to bad weather or other emergency?

7. The Head Teacher with knowledge of local weather conditions will work with the Education Department to make decisions regarding a school closure or to send children home early should severe weather conditions threaten.
8. Where pupils use school transportation a set of emergency instructions are used to contact transport operators and other schools using the same transport, and parents whose children have a long way to walk home from the drop-off points. Parents must ensure that some arrangement has been made to cover the possibility of pupils being sent home early.
9. Schools routinely communicate with parents or groups of parents using Groupcall text messaging service. Once the decision has been made then Group call will be used to send updated information regarding sending pupils home early.
10. Parents are asked to ensure that the school that their child attends has an up to date and accurate mobile telephone number on record for these purposes. It is further suggested that parents who may find it difficult or not possible to have their mobile telephone switched on throughout the day ensure that they check their phone on a regular basis for any Groupcall messages from the school when bad weather has been forecast or where they see deterioration in the weather.
11. If school transport is in operation and you collect your own child from school during severe weather then the school office must be informed so that transport is not delayed while staff look for a missing child.

Additional information to ensure the safe travel of pupils to/from school

12. The ultimate responsibility for the safety of children walking to and from bus pick-up/drop-off points rests with the parents. Parents must decide whether or not children can make their way to meet transport in low temperatures.
13. If you feel that your child should not walk home alone in bad weather from the drop-off point it will be your responsibility to meet him/her. Drivers will not normally set children down at any point significantly different from the usual one. The driver will use his/her judgment in deciding whether to leave the child or to keep him/her on the bus. In the latter case, your child would be taken to a nearby school or place of safety. Children must follow any instructions given to them by the driver in any emergency and should not leave the bus to make their own way home.
14. Where transport is unable to operate to take children home as a result of extreme weather conditions The Emergency Planning Team will work alongside our partners to provide alternative and safe transport home.

Child Protection

All SBC schools and their staff are required to follow the Scottish Borders Child Protection Committee's Inter-agency child protection guidelines and procedures. The Child Protection Guidelines are on line: www.brightnewfutures.org.uk

- then click on Child Protection Committee
- then click on Access the Guidelines now
- then click on The Guidelines

A key element in the procedures is that if a member of staff in a school is made aware of a concern (usually through a statement made by a child) of an issue that could have child protection implications, the member of staff has no option but to refer to the Child Protection Unit – 01896 662762. The Children (Scotland) Act 1995 states that the welfare of the child is paramount and this must always be the sole consideration for the school.

In making a referral staff will not be making any judgement on the strength or truth of the child's statement but must follow procedures to support pupils and staff. An extensive training programme has been undertaken to ensure that all staff are aware of their responsibilities.

The child's parents or carer will always be informed as soon as possible about such disclosures and any action resulting from this. Keeping parents informed may not always be undertaken by school staff and could involve other organisations, such as social work staff or the police.

If the child protection issue is taken further, school staff will work with families to support children through the process. The school Child Protection Co-ordinator is Laura Thomson, Depute Headteacher, who can be contacted to discuss any concerns that may arise.

It's everyone's responsibility to protect children.

What to do if you have a child protection concern?

If you have any concerns that a child is being harmed or is at risk of harm, please call without delay

01896 662787 (Duty Children and Families Social Work Team)
01896 752111 (Out of office hours that covers all areas)

Emergency contact

If you consider a child or young person is in immediate danger, call the Police on 999 immediately

Need more information about keeping our children and young people safe?

<http://onlineborders.org.uk/community/cpc>

Copy the link above into your web browser to visit the Scottish Borders Child Protection Committee online website where you can find some suggested links to websites to better inform you about safety issues such as Internet safety and Child Sexual Exploitation as well as letting you know about opportunities for training in Child Protection.

You can also find the Scottish Borders Child Protection Procedures on this website.

<http://onlineborders.org.uk/community/cpc#>



Data Protection

Scottish Borders Council is a local authority established under the Local Government etc. (Scotland) Act 1994 and its headquarters is based at Newtown St Boswells, Melrose TD6 0SA. You can contact our data protection officer by post at this address, or by email at: dataprotection@scotborders.gov.uk, or by telephone – 0300 100 1800.

Why we need your information

Every child of school age has the right to be educated. A child is of school age if he/she has attained the age of 5 but has not attained the age of 16 years. The term “young person” applies to a pupil over school age, but who has not attained 18 years. The education authority has a duty to provide education to any young person who is still a school pupil.

We need to collect, use and store personal information about you and your child/ren to enable us to provide your child/ren with an appropriate education. We provide these services to you as part of our statutory function as your local authority under:

- The Education (Scotland) Act 1980, Education (Scotland) Act 1980
- The Education (Placing in Schools etc. Deemed Decisions) (Scotland) Regulations 1982
- The Standard in Scotland’s Schools Act 2000
- Education (Scotland) Act 2016

We also use your information to verify your identity where required, contact you by post, email or telephone to maintain our records.

Who we will share information with

We will share information with health and wellbeing services and may share information with other external agencies and organisations who provide or assist with educational provision and with online payment solution providers.

- The Scottish Government for examination, career guidance and monitoring purposes.
- ParentPay, ESP Systems and CRB to allow the school to offer cashless catering and to receive payment for school trips and events;
- Groupcall to allow the school to communicate with you;
- The NHS for health monitoring;
- Netmedia to enable the online arrangement of parents evenings;
- Internal Scottish Borders Council departments to allow the provision of catering and transport.

On each occasion, the recipients are bound to the terms of a Data Sharing Agreement and accordingly will only use your child’s data for the specified purpose. This data sharing is in accordance with our Information Use and Privacy Policy and covered in our full privacy statement on our website.

We are also legally obliged to share certain data with other public and regulatory bodies such as Education Scotland, Police and NHS will do so where the law requires this.

Your information may also be shared and analysed internally in order to provide management information, inform service delivery reform and similar purposes to meet our duty to achieve best value and continuous service improvement.



We are legally obliged to safeguard public funds so we are required to verify and check your details internally for fraud prevention. We may share this information with other public bodies (and also receive information from these other bodies) for fraud checking purposes.

How long do we keep your information for?

We only keep your personal information for the minimum period amount of time necessary. Sometimes this time period is set out in the law, but in most cases it is based on the business need. We will retain a copy of your child/ren's educational record up until they reach the age of 25.

Photographs / videos

Photographs and videos may be taken by staff in the school, media and other parents for a variety of reasons for example Sports Day, celebrations of achievement, charity events, excursions etc.

The school your child attends may wish to display or show photographs or videos taken by themselves, in print, in various locations or by electronic means such as a website. Likewise the media or other parents may wish to use the images of pupils in various ways.

We ask you at the time your child enrolls at one of our schools if you are happy for images of your child to be used in this way and we try to ensure you are aware of, and understand, such possible use of your child's image and that you have consented.

Any permission given will remain in force during your child's primary and secondary schooling until you indicate that you wish to withdraw your consent. You can do this by contacting the head teacher of your school as soon as possible.

Your Rights

You have the right to request access to any personal data held about you by the Council. You can also request that we restrict the use of your information or even object to any further processing. You can do this by contacting the Data Protection Officer using the contact details provided above. We will respond to your request within thirty calendar days.

For more information on your rights please visit our website <http://www.scotborders.gov.uk/DPYourRights> or if you would like a hard copy of this information, please contact us using the contact details provided above.

Complaints

We aim to directly resolve all complaints about how we handle personal information. If your complaint is about how we have handled your personal information, you can contact our Data Protection Officer by email at: dataprotection@scotborders.gov.uk or by telephone on 0300 100 1800.

Young Carers

A young carer is someone who is under 18 years of age or who has reached 18 and is still a pupil at school and provides or intends to provide care for another individual. A number of young carers do not always identify themselves or wish to be identified.

Young carers undertake a number of tasks for the people they live with and look after. They are often left alone to do things like washing, cooking, shopping, paying bills, collecting medication or helping to look after younger brothers or sister.

This means they might not have as much time to complete work at home which has an ongoing effect on progress and learning or attend clubs and after schools activities therefore missing out on the social aspects of school.

Within Selkirk High School we want our young carers to enjoy school and that it is a positive place to come and they feel included. Please let us know if there are difficulties for your child in meeting homework deadlines, arriving on time or any other issues which may affect their wellbeing at school. It is the intention of Selkirk High School staff to offer all support they can to your child.

Detailed information about the Carers Act 1.4.18 is available on the Scottish Government website (<https://www2.gov.scot/Topics/Health/Support-Social-Care/Unpaid-Carers/Implementation/CarersScotlandAct-2016>)

More information about the Scottish Borders Young Carers Service is available from the Action for Children website (www.actionforchildren.org.uk/what-we-do/our-work-in-scotland)

The Partnership's Locality Plans are available at: www.scotborders.gov.uk/HSCPLocalityPlans

GIRFEC

Getting It Right For Every Child (GIRFEC) is the national approach in Scotland to improving outcomes and supporting the wellbeing of our children and young people by offering the right help at the right time from the right people.



The GIRFEC approach aims to make it easier for parents, children, young people and the services that support them – such as early years services, schools and the NHS – to work together to get it right.

Practitioners work together to support you and your child, working across organisational boundaries and putting your child and you at the heart of decision making, ensuring we give all our children and young people the best possible start in life.

GIRFEC means that everyone working with Scottish Borders children, young people and their families are encouraged to:

- Ensure children, young people, and their families get the help they need when they need it and are central to the process of finding solutions.
- Use one consistent and equitable approach, actively share information to agreed protocols and work more effectively together to improve outcomes for children and young people.
- Be clear about personal responsibility to do the right thing for each child/young person.
- Work with children, young people and their families, using a collaborative approach with fewer meetings. This should ensure children, young people and their families give information only once, and enables the development of one plan to meet all their needs.
- Respond to children and young people and take appropriate, proportionate and timely action with the minimum of paperwork, bureaucracy and duplication.

GIRFEC is part of the Children and Young People (Scotland) Act 2014. If you would like any further information please ask your child's Headteacher.

Transferring Educational Data about Pupils

Education authorities and the Scottish Executive Education Department (SEED) have collected data about pupils on paper forms for many years. We are now working together to transfer data electronically through the ScotXed programme.

What pupil data will be collected and transferred?

Data on each pupil is collected by local authorities and SEED. The data collected and transferred covers areas such as date of birth, postcode, registration for free-school meals, whether a pupil is looked after by his/her local authority, special educational needs, attendance, absence and exclusions from school. Pupil names and addresses are collected by their school and education authority but they are not passed to SEED. Your postcode is the only part of your address that is transferred. Data is held securely and no information on individual pupils can or would be published by SEED. It is used for statistical and research purposes only.

Providing national identity and ethnic background data is entirely voluntary. You can choose the 'not disclosed' option if you do not want to provide this data. However, we hope that the explanations contained in this message and on our website will help you understand the importance of providing the data.

Why do we need your data?

In order to make the best decisions about how to improve our education service, SEED and education authorities need accurate, up-to-date data about our pupils. We are keen to help all our pupils do well in all aspects of school life and achieve better exam results. Accurate and up-to-date data allows SEED, education authorities and schools to:

- plan and deliver better policies for the benefit of all pupils,
- plan and deliver better policies for the benefit of specific groups of pupils,
- better understand some of the factors that influence pupil attainment and achievement,
- target resources better.

Your data protection rights The collection, transfer, processing and sharing of ScotXed data is done in accordance with the Data Protection Act (1998). We also comply with the National Statistics Code of Practice requirements and other legislation related to safeguarding the confidentiality of data. The Data Protection Act gives you the right to know how we will use your data. This message can give only a brief description of how we use data. Fuller details of the uses of pupil data can be found on the ScotXed website.

SEED will not publish or release any information that allows an individual pupil to be identified. Data will not be used by SEED to take any actions in respect of any individual pupils. Data will only be shared with bona fide partners, such as HMIE and the SQA. Any sharing will be done under conditions of strict control and with the prior agreement of the Data Controller.

Concerns

If you have any concerns about the ScotXed data collections you can email the Data Controller, Peter Scrimgeour, at EDData.Controller@scotland.gsi.gov.uk or write to The ScotXed Support Office, SEED, Area 1B, Victoria Quay, Leith, EH6 6QQ. Alternative versions of this page are available, on request from the ScotXed Support Office, in other languages, audio tape, braille and large print. Please allow up to 10 days for requests to be processed.

Want more information?

Further details about ScotXed data exchanges are available on the ScotXed website www.scotxed.net.

Support Websites

Parentline Scotland

A free, confidential telephone helpline for parents and anyone caring for a child in Scotland. You can call about any problem, however big or small. Open Monday, Wednesday and Friday 9am-5pm and Tuesday and Thursday 9am-9pm. www.children1st.org.uk/parentline
0808 800 2222

Parent Enquiry Scotland

Offers support to parents and their gay, lesbian, bisexual and transgender children across Scotland. Parents who have experience of learning to understand and support their own gay children operate the helpline. www.parentsenquiryscotland.org
0131 556 6047 / 0141 427 3897

Parent Network Scotland

Run by parents, offers information and resources to provide parents with new skills and support so that they can get on better with their children.
www.parentnetworkscotland.org.uk
0141 948 0022

UK Parents

Provides information on a range of issues affecting parents, both mums and dads, from a range of different viewpoints and interests. www.UKparents.co.uk
0191 260 2616

Education Scotland - Parentzone

Aims to develop partnerships between parents and schools and provides information to help parents to find out how they can support their child's education in Scotland.
www.educationscotlandgov.uk/parentzone

Mind

Promotes views and needs of people with mental health problems. www.mind.org.uk

ChildLine Scotland

Gives confidential information and support to young people. The website gives information on the kind of things that concern or worry young people and can give you some pointers for potential discussion topics.
www.childline.org.uk/Pages/Home
0800 1111 (24 hours)

Thinkuknow

Guide to internet safety and safe surfing for young people from Think U Know. Learn about online safety when using blogs, chatting, online gaming, P2P, X Box etc. Find out what's good, what's not and what you can do about it. www.thinkuknow.co.uk
0870 000 3344

See Me

A programme that aims to end mental health stigma and discrimination and tackle mental health stigma and discrimination, funded by the Scottish Government and Comic Relief, and managed by SAMH and the Mental Health Foundation. www.seemescotland.org
0141 530 1111



Beating eating disorders

Beat provides helplines, online support and a network of UK-wide self-help groups to help adults and young people in the UK beat their eating disorders www.b-eat.co.uk
0845 634 1414

Family Planning Association

Provides information and resources to support parents in talking to their children about sexual health as well as information directly targeted at young people. www.fpa.org.uk
0848 122 8690

Rethink

Support and advice for people living with mental illness. www.rethink.org
0300 5000 927

Depression Alliance

Charity for sufferers of depression. Has a network of self-help groups. www.depressionalliance.org

CALM

Campaign Against Living Miserably, for men aged 15-35 www.thecalmzone.net
0800 58 58 58

Samaritans

Confidential support for people experiencing feelings of distress. www.samaritans.org.uk
08457 90 90 90 (24 hour helpline)

Healthy Respect

Provides advice and information to parents and carers on sexual health and relationships, self-harm, transgender/gender information as well as downloadable practical resources such as newsletters and toolkits. www.healthyrespect.co.uk
0131 536 1520

Anti-Bullying

Useful information on how to deal with bullying for parents and young people.
Contains links to external websites, which you may also find useful www.respectme.org.uk
0844 800 8600

Police

Police Scotland Website www.scotland.police.uk

LGBT Youth Scotland

Gives support and information to young people who are lesbian, gay and bisexual as well as those who are transgender. www.lgbtyouth.org.uk
0131 555 3940

Shakti Women's Aid

Organisation offering support and information to all black minority ethnic women and their children, experiencing and or fleeing domestic abuse. www.shaktiedinburgh.co.uk
0131 475 2399



Stress & Anxiety

These sites are designed to help you think about emotional problems and work towards solving them. Emotional problems are often the mind and body's way of saying that something needs to be changed in our life. These guides in the website are most suitable for people experiencing mild to moderate mental health problems.

www.moodjuice.scot.nhs.uk

www.stepsforstress.org

Living life to the full - www.lltff.com

Cruse Bereavement Care Scotland

At Cruse Bereavement Care Scotland (CBCS), we're here to help you through this difficult time. We're able to listen – offering an impartial ear with no agenda – or we can support you via one-to-one counselling sessions where you can work through your grief, whether it's the death of a parent, a loved one, a friend or a child. The experience often means that our lives will never be the same again.

www.crusescotland.org.uk

0845 600 2227

Child Bereavement UK

Child Bereavement UK supports families and educates professionals when a baby or child of any age dies or is dying, or when a child is facing bereavement. Our vision is for all families to have the support they need to rebuild their lives. www.childbereavementuk.org

0800 02 888 40

Get The Lowdown

Your lowdown on teenage health. This is the place ... to look and feel great. Relationships Family, friends, someone you fancy or bullying. www.getthelowdown.co.uk

0808 802 4444

Education Scotland:

www.education.gov.scot

The Scottish Government:

www.gov.scot

Skills Development Scotland:

www.myworldofwork.co.uk

Facebook: SDS Scottish Borders

National Parent Forum Scotland:

http://bit.ly/NPFS_pathways

ContactScotlandBSL.

Service for BSL users to contact public sector/3rd sector. Free.

<https://contactscotland-bsl.org>



Employment of Children

Children under the statutory school leaving age can only be employed within the terms of the bye-laws on the Employment of children. These regulations allow anyone to be employed at 14 years but under certain circumstances children under 13 years of age can be employed, and for those over the age of 13 there are limits on the hours and type of employment which are allowed.

Parents and employers must both complete an application form for an employment permit before the employment begins. Forms and application forms are available from the school office.

Further details can be obtained from HQ Operations, Children & Young People Services, Scottish Borders Council, Newtown St Boswells, TD6 0SA

Further information can be found at:

https://www.scotborders.gov.uk/info/20025/licensing/670/employment_byelaws_for_children_and_young_people/1

Council's implementation of British Sign Language Plan

The Council's BSL Plan 2018-24 has seven holistic actions. These actions are consistent with the ten long term goals of the National BSL Plan in Scotland, which are, early years and education; training and work; health, mental health and wellbeing; transport; culture and the arts; justice and democracy.

These goals represent the Scottish Government's aim "to make Scotland the best place in the world for BSL users to live, work and visit."

The Council will implement measures to promote awareness of BSL and the use of BSL, with the long term goal being that across Scotland information and services will be accessible to all BSL users*.

Contact Scotland –BSL is an online British Sign Language interpreting service that allows deaf people across Scotland to access services free and available 24 hours a day throughout the year: <https://contactscotland-bsl.org>

If a BSL user requests a face to face meeting, then the School is required to provide a face to face interpreter.

*Whenever we refer to 'BSL users' we mean D/deaf and /or Deaf blind people (those who receive the language in a tactile form due to sight loss) whose first of preferred language is British Sign Language

Medicines

Please inform the school if your child is on any medication. If prescribed medication requires to be administered during the school day the parent must bring the medication into the School Office and complete a consent form. Alternatively parents/carers are welcome to come into school and give medicine themselves if they prefer. Non-prescribed medication i.e. cough bottles and Calpol should not be brought into school and cannot be administered at any time.

If your child needs to use an inhaler it will be kept in their school bag, but please let the school know your child has an inhaler.



Creating healthy childhood experiences is a shared responsibility for all. Working together we can ensure all children and young people have a sense of belonging, self-worth and self-confidence to achieve their unique potential.

Healthy Beginnings

Top Tips

Safe • Active • Included • Responsible • Respected • Achieving • Healthy • Nurturing

- Start your day with a healthy breakfast
- Eat more fruit & vegetables
- Keep food and drinks containing sugar to a minimum
- Enjoy family meal times
- Brush teeth at least twice a day - 'Split, don't rinse!'
- Register with a local dentist
- Ask your dentist about fluoride varnish
- Be active, move more
- Explore different kinds of play and physical activity everyday
- Increase outdoor learning
- Reduce screen time - Phones, Tablets, PCs & TV
- Think of the 4 Bs- Bath, Brush Book & Bed

What?	Why?

Healthy eating and physical activity are essential for positive growth and development.

Healthy snacks are provided during your child's ELCC journey, continue to give these types of snacks for your child to have at break times throughout primary school.



Bottles used in class should be filled with plain water only.

Good hydration makes a difference to how children think, feel & function!

Contacts

Joint Health Improvement Team: health.improvement@borders.scot.nhs.uk

Food & Nutrition Coordinator: Hazel.Scott@scotborders.gov.uk

NHS Borders Oral Health Promotion: Helen.brand@borders.scot.nhs.uk



DISCLAIMER

Whilst the information provided is considered to be correct at the time of printing, it is possible that there may be some inaccuracy by the time the document reaches parents.

SELKIRK HIGH SCHOOL

SELKIRK HIGH SCHOOL



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Telephone: 01750 720246

Fax: 01750 723039

E-mail address: selkirkhs@scotborders.gov.uk

www.selkirkhighschool.org.uk

