



Crieff High School

Strathearn Community Campus



School Handbook

Academic Session 2023-2024

School Foreword

The purpose of the handbook is to communicate the ethos of the school and provide a welcome for parents and carers, help parents and carers to choose a school, prepare their young person for school and act as a reference tool while their young person is at school. The handbook also communicates the young person's learning journey and in doing so, facilitates parental involvement in the school and helps parents and carers support their young person.

In accordance with the Education (Scotland) Act 1980 and the Education (School and Placing Information) (Scotland) Regulations 1982, Perth & Kinross Council Education & Children's Services' schools produce handbooks covering the following categories of information:

- A School Information
- B Local Authority information

Whilst the information contained in this school handbook was accurate at the time of publication (December 2022), further changes may have occurred since then.

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1 Introduction

I am pleased to share with you our Handbook for Parents and Carers. Crieff High School is one of eleven secondary schools administered by Perth & Kinross Council. We are a six year comprehensive school offering a full range of courses leading to national certification from the Scottish Qualification Authority as well as a variety of other awards. The school has a wide range of active teams, clubs and other extra-curricular activities which are organised by staff and pupils on a voluntary basis. The ethos of the school aims to be that of a caring and friendly community and relationships between staff and pupils are warm and positive. The wearing of school uniform is supported by parents/carers, the local community, and our young people.

Mr John Donnelly
Headteacher/Campus Leader

2 Delineated Area

Pupils transfer each year from the associated primary schools of Crieff, Muthill, Braco, Madderty and Comrie. We also welcome a consistent intake of pupils from St Dominic's R.C. Primary School. All Primary 7 pupils from our associated primaries visit the High School for two 'induction' days in June and they also receive visits to their own school from members of the Senior Leadership Team and Support for Pupils staff of Crieff High School. A P7 Parent Open Evening is arranged in the High School during June and further details of this event will be sent in due course. Parents of other children who are likely to enrol in the school may arrange an appointment to meet a member of the senior staff at any time during the school session.

The main purpose of this handbook is to provide you with basic information about how our school operates but should you require further advice about the school, please do not hesitate to contact me at any time.

I look forward to welcoming your young person as a pupil of Crieff High School and to working with you, in partnership, to ensure that all our young people receive the best educational experience possible.

3 Contact Details

Main Contact Details

Crieff High School
Strathearn Community Campus
Pittenzie Road
CRIEFF
PH7 3JN

Tel. 01764 657600

Email: crieffhigh@pkc.gov.uk

Website: www.crieffhighschool.org

School Roll

The school roll is currently 623.

Senior Leadership Team

- | | |
|---------------------------|---------------------------|
| • Mr John Donnelly | Headteacher/Campus Leader |
| • Mrs Morag Fotheringhame | Depute Headteacher |
| • Mrs Lana Prince | Depute Headteacher |
| • Mrs Jenda Macluskey | Campus Business Manager |

Teaching Staff

In addition to the Senior Leaders of the school, there are 55 teachers who are members of different subject departments or faculties. Departments or faculties are led and managed by a Principal Teacher and a full list of staff showing such positions of responsibility is shown on page 8.

Support Staff

There are 24 support staff who work in Crieff High School – including office staff and pupil support assistants. A full list is shown on page 8.

Campus Staff

Campus staff includes Librarians, Live Active Leisure personnel, Tayside Contracts (Catering) staff, MITIE (facilities) and agencies to support pupils and families. All of these people contribute meaningfully to the life and work of the school. A full list is shown page 9.

The School and Facilities

The school is situated on the south-eastern edge of Crieff with pleasant outlooks across the town to the mountains of the north and west and across the rich farmland of the Strathearn Valley to the south and east.

Crieff High School forms part of the purpose built Strathearn Community Campus, opened in November 2009. The extensive accommodation has state of the art facilities which include:-

- Bright, airy classrooms each with an interactive Promethean board and purpose designed teaching wall.
- Break out areas in most departments where pupils can work individually or in small groups
- Indoor sports facilities including a heated swimming pool, squash courts, fitness suite, dance studio and sports halls*
- Extensive playing fields which include a multi-use games area (MUGA), full size 3G pitch and rugby football and hockey pitches *
- An extensively resourced library with friendly staff able to assist pupils where required *

(The School and Facilities Cont.)

- 21st Century provision for the performing arts including a recording studio, designated drama space, theatre and outdoor performance area
- Designated space appropriately equipped to support young people with additional support needs if this should be required
- A Lifeskills kitchen
- A hairdressing salon
- A pupil learning garden

* denotes facilities which are shared with the public during the school day.

<p>Staffing</p> <p>Senior Leadership Team (SLT) Mr John Donnelly Headteacher/Campus Leader</p> <p>Mrs Morag Fotheringham Depute Headteacher</p> <p>Mrs Lana Prince Depute Headteacher</p> <p>Mrs Jenda Macluskey Campus Business Manager</p> <p>Business Management Team Mrs Laura Fraser Campus Management Officer</p> <p>Miss Kaye Beedie - Assistant Campus Management Officer</p> <p>Mrs Lorna Ivey Mrs Sebastienne Cooper Mrs Lesley Adams Mrs Janice Orchard Mrs Mairead Hamer Miss Jade Duncan Mrs Lisa Hassan Miss Caitlin Burns</p> <p>Business & Computing Mr S Barlow (PT) Mr M Wright Mrs V Russell</p> <p>Design Mrs L Birrell (PT) Mr A Munro Mr R Sorley</p> <p>Art Miss M Johnstone (Acting PT) Mrs K Wilson Miss S MacLean</p> <p>English & Literacy Miss S Rennie (PT) Mrs S Urquhart Ms J Forbes Mrs M McIntosh Mrs M Wilkie Mrs R Craig</p>	<p>Home Economics Miss S McCully (Acting PT)</p> <p>Mathematics Mrs J Knak (PT) Mr P Mayne Mrs M Adam Mrs J Calder Mrs M Warren Mrs K Sorley</p> <p>Modern Languages Mrs L Yates (PT) Mr S Hogarth</p> <p>Music & Drama Mr D Griffiths (PT) Miss D Donaldson</p> <p>Music Instructors Mr M Popp (Percussion) Mr O Nicholson (Guitar) Ms I McFarlane (Cello) Ms D Ward (Brass) Ms F Barker (Woodwind) Ms M Dalton (Violin/viola) Ms P McLennan (Piano/Voice)</p> <p>Physical Education Mr G Aitken (PT) Mr G McIntosh Mrs S Innes Mr J Hinks Miss R Ogilvie</p> <p>Religious, Moral Education and Citizenship Mrs J Petrie (PT) Mr M Young</p>	<p>Science Mrs L Potter (PT) Mrs L Ansley Dr F Stewart Mr A Cairnie Mrs R Gallagher Mr G Grant Mrs J Grant</p> <p>Social Subjects Mrs M Logan (PT) Mr D Faunce Smith (PT) Mrs D Wilson Mrs M Gilfoyle Miss E Turnbull</p> <p>Support for Pupils-Guidance Mrs A Walker (PT) Head of Barvick House</p> <p>Mr G Duncan (PT) Head of Kelty House</p> <p>Mrs A Douglas (PT) Head of Turret House</p> <p>Support for Pupils-Learning Mrs E Cargill (PT) Mr D Williamson (PT) Miss R Paterson (Acting PT) Mrs S Corbett Madame C Bergeron Miss G Barrowman Dr S Craig</p> <p>Pupil Support Assistants Mrs A Cramb Mrs A King Miss C Anderson Mrs S Wilson Mrs J Baker Mrs H Wilson Miss C Foster Mrs R Dodge Mrs F Elder Miss K Bain</p> <p>Technicians Mr N Ford Mrs C Reid</p> <p>General Assistants Mrs E Perry Miss V. Grimes</p>
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Campus Staff		
<p>Tayside Contracts Mrs S Aitchison (Cook in Charge) Mrs L Gourlay (Functions Manager) Mrs K Maxwell (Asst Cook) Ms V Grimes Mr M Liddle Ms P Michie Mrs A Wikarska Mrs S MacAskill Ms T Melville Miss N Reilly Miss T McKay Mrs T Melville MS G Farley</p> <p>Youth Services Ms Alannah Skinner</p> <p>Adult Learning Team Ms H Gordon</p> <p>Housing and Community Care Ms L Duthie</p> <p>Skills Development Scotland Mrs K Davey</p> <p>Educational Psychologist Mrs L Hampton</p> <p>Active Schools Mr N Keiller</p> <p>Community Link Workers Mrs J Westall Mr D Graham</p> <p>Developing Our Young Workforce Ms C Goold</p>	<p>Culture Perth & Kinross</p> <p>Senior Officer Mrs E Wallace</p> <p>Library Supervisor Ms J Bourelle</p> <p>Senior Library Assistant Mrs D Donnachie</p> <p>Library Assistants Ms W Martin Mrs R Roberts</p> <p>Mitie (Facility Management) David Anderson</p> <p>Service Support Officers Mr D Gourlay Mr N Lockhart Mr L Ramsay Mr J Awburn</p>	<p>Live Active Leisure</p> <p>Facilities Operation Manager Kirsty Comerford</p> <p>Duty Leisure Managers Eilidh Knox Eileen Laycock Leigh-Ann Allan</p> <p>Full Time Leisure Assistants Lynsay Whyte Mairiann Fotheringham Jordan Ritchie Cameron Myles</p> <p>Activity Instructor Becky Farndon</p>

Parent Council

There is an active Parent Council which promotes the relationship between school, home and the community. The Parent Council are always keen to hear from parents in order to represent you more closely. They also welcome parents to join them, getting involved at whatever level suits you. There is more information about the Parent Council in the Parents section of the school website. You can contact Cathy Tilbrook, the chairperson for 2023/2024 session, through the school office.

Parental Concerns and the Role of Support for Pupils

The school commits a considerable amount of its time and resources to pupil guidance and support. Each member of the Support for Pupils team works closely with a particular group of pupils whom he or she gets to know well. They are the first point of contact with the school for any parent wishing to make general enquiries about personal matters or pupil progress in school. Support for Pupils staff work hard at developing good individual relationships with pupils and take a sympathetic and constructive approach to any problems. The team also works in close co-operation with the Educational Psychology Service, Social Work Department and other agencies as needs arise.

Support for Pupils staff, together with register teachers, monitor attendance and timekeeping on a day to day basis. They are also at the heart of the programmes of social education, personal, curricular and vocational guidance which the school runs. Typically, this involves liaison with advising and consulting with parents and other staff as appropriate, assisting with personal profiling and arranging work experience placements as required

In course choice and career guidance, Support for Pupils staff are assisted by the Careers Officer who visits the school on a weekly basis to provide individual interviews and careers information. The Careers Officer is also available at Parents' Evenings.

Pupil Absence and Sickness

The school has a statutory obligation to maintain accurate records of pupil attendance. If your child is absent from school please alert the school by phone (01764 657799) or by email (CHSAbsence@pkc.gov.uk) as soon as possible. On the child's return please again, phone, email or send in a letter explaining the reason for the absence.

If your child is absent from school, and we do not know the reason, the school will send you a text message.

Any special requests for leave of absence should be made in writing to the Headteacher.

The Complaints Procedure

The school deals with complaints in line with Perth & Kinross Council's Complaints Handling and Monitoring Procedure for Education & Children's Services. A copy of this document is available on the Council website at: www.pkc.gov.uk/complaints

If you have a concern please contact your child's Guidance Teacher.

If you have a complaint please contact your child's Year Head.

If you have a serious concern or a serious complaint, please contact Mr Donnelly, Headteacher/Campus Leader.

Pupil Enrolment Procedure

Visits to the school should be organised through the relevant Depute Headteacher – Mrs Prince (S3, S4, S5) or Mrs Fotheringhame (S1, S2, S6).

How the school communicates with parents

Effective communication with parents and carers is a priority for the school. We do this in a number of ways:

- Email – our preferred means of communication. Please ensure we have an up-to-date address for you.
- Groupcall messaging
- Website www.crieffhighschool.org
- Twitter - @crieffhigh
- Facebook - /Crieff High School
- Instagram - @crieffhigh
- Parents' evenings and Information evenings

4 School Ethos

Schools Culture, Ethos and Values

Our vision: A happy school where each member of our community is valued and given every opportunity to achieve their best.

Our rules: That our young people are ready, respectful and safe.

The school is keen to recognise and celebrate the achievements of all members of the school community, pupils and staff. We always welcome contact from parents / carers to tell us about their young person's achievements.

Positive Relationships Policy

Crieff High School's Positive Relationships Policy explains the school's commitment to build and strengthen our positive ethos to create a culture of success for all our young people.

Our school prides itself on being a happy school where each individual is valued and encouraged to do their best. The national policy landscape continues to increasingly emphasise the importance of wellbeing and relationships in shaping positive outcomes for young people. Improving wellbeing and relationships is a key priority at Crieff High School.

The GIRFEC approach contained within the Children and Young People (Scotland) Act 2014 determines eight areas of wellbeing that are the basic requirements for all children and young people. Every member of staff from Crieff High School is required to ensure that all of our young people are safe, healthy, achieving, nurtured, active, respected, responsible and included. We aim to embed our understanding of self-regulation, adverse childhood experiences, restorative approaches and the inclusive classroom to ensure that we meet the needs of each individual young person.

We provide young people with effective learning and teaching within a caring, supportive and positive environment. Developing positive relationships and a climate of mutual respect and trust is central to our approach to supporting young people and an integral part of our practice within Crieff High School. As a school working towards Rights Respecting Status, Crieff High School has a responsibility to help all young people develop positive attitudes and behaviour and allow everyone to learn. Everyone has the right to feel valued and respected, develop self-esteem, a sense of belonging, and a feeling of being safe.

Our aim is to develop positive relationships between all members of our school community and use restorative approaches to create an environment conducive to all aspects of learning in which every young person can be included, engaged and involved through their school career in order for them to achieve their potential.

Religious & Moral Education

Religious Education is no longer aimed at producing assent to one particular set of propositions or commitment to one particular faith: it aims to develop a child's awareness of themselves and others, their insights into situations that pose moral and religious questions and their capacity to respond to those situations in a balanced and understanding way.

It is to be recognised that no personal religious or non-religious stance is reflected in the teaching of Religious and Moral Education within Crieff High School.

The aims of Religious and Moral Education are to help pupils to:

- Develop a knowledge and understanding of Christianity and other world religions and to recognise religion as an important expression of human experience.
- Appreciate moral values such as honesty, liberty, justice, fairness and concern for others.
- Investigate and understand the questions and answers that religions can offer about the nature and meaning of life.
- Develop their own beliefs, attitudes, moral values and practices through a process of personal search, discovery and critical evaluation.

Religious Observance

School Chaplains

Rev Gennie Evans – Episcopal Church, Crieff
Pastor Jimmy Botha– Seventh Day Adventist Church, Crieff
Vacant charge – Comrie and Dundurn Parish Churches
Rev Jim Newell – Crieff Baptist Church
Rev Andrew Philip – Crieff Parish Church
Rev Klaus Buwert – Muthill Parish Church
Very Rev Dr Thomas Canon Shields – St Fillan’s RC Parish

Uniform/Clothing

Pupils are encouraged to wear our school uniform. A school uniform not only enables pupils to identify with their school but research also shows that a school uniform continues to be the most economical way to clothe a pupil.

There will continue to be high expectations placed upon Crieff High pupils to wear our uniform and parents will be asked for their full support in this matter. A clean and tidy appearance, together with smart and sensible dress does help to foster an orderly and productive attitude to work. It also means we can easily identify any young people in those areas of the campus shared with the public.

Pupils should wear:

- white shirt and school tie
- black V-necked pullover
- black trousers or skirt
- black blazer with school badge or black jacket
- black footwear

Many retail outlets stock most of these items. All new pupils are given a tie as a welcome gift from the Parent Council. Football strips, track suits or any clothes decorated with slogans or logos should not be worn in school. In the interests of safety, large earrings, and other jewellery may need to be removed, particularly in workshops or in Physical Education. Pupils should therefore avoid wearing these items. It is not advisable to bring expensive personal items to school as the school cannot accept liability for any loss or damage.

Please see our website for examples of school uniform.

Support in buying the school uniform can be found via Crieff Connexions:

www.crieffconnexions.org.uk

Health Care

In a school with approximately 600 pupils and 100 staff, health and safety for all is of paramount importance. In a number of subjects, e.g. Science, Physical Education, Home Economics and Craft, Design and Technology, pupils may work with substances and equipment which are potentially dangerous. School staff are, of course, experienced in the use of these and take all possible steps to reduce any risk. We do expect our pupils, however, to act in a responsible and safe manner, not only in the subjects mentioned above, but in all areas of the school.

We have a number of trained first-aid personnel to assist in any emergency. Parents will be contacted by member of the Business Management Team if their child is unwell and a pupil will not be released from school unless they are collected by a parent/carer. Within any session we have at least two practice evacuations of the school. All firefighting equipment is inspected annually and a number of staff have been trained in its use. If you have any concerns regarding Health and Safety please contact Mrs Macluskey (Campus Business Manager).

The local Health Board undertakes statutory duties in relation to the health of all young people at school. Parents are always informed in advance of such arrangements. Where pupils feel unwell or suffer injury during the school day, staff will assess the situation and, where appropriate, contact parents or the named emergency contact and/or arrange transport to the local health centre. It is vital that these contact details are kept up-to-date. Pupils who have medical appointments during the school day should show their appointment card in advance to the school reception and sign out of school at reception. Support for Pupils staff should be informed of any medical condition which may influence a pupil's performance at school. Staff cannot take responsibility for issuing medication – any medication issues should therefore be drawn to our attention.

5 Parental Involvement

The school is keen to work in close partnership with parents – this is the way we work most effectively and achieve the best outcomes for our young people. The school will always aim to respond to a parent within 5 working days.

Parents' views are sought on an annual basis through an electronic survey, the findings of which inform our improvement priorities for the coming year. Please follow the following link for further information

www.pkc.gov.uk/parentalinvolvement

It is important that parents are aware of developments in education within the school and at a national level. Each session, we hold a series of information evenings to share with parents where we are at and how we can best support young people together. These include events at key times, for example, just before a young person comes to the High School and at times of transition (S1 to S2/3, S3 to S4, S4 to S5/6). Presentations from these events are posted on our website. Pupil Support teachers play a key role and will meet with parents individually or in groups. Your child's Support for Pupils teacher, Personal Support teacher or Key Worker may be the person in school who knows them best and can play an important role in linking parents to other staff.

6 Transitions

Young people are fully supported through periods of transition, for example, P7 to S1, or on leaving school. However, other times in a young person's education can be crucial; for example, course choice, post examination results or in dealing with a personal circumstance. School staff including Guidance, Personal Support teachers and Year Heads work closely with young people and their parents.

7 The Curriculum

This consists of the courses that are taught within the school. The range of such courses is usually partly determined by external influences including the Scottish Government and the Local Education Authority.

Pupils develop knowledge, understanding and a range of skills and attitudes as a result of the work that is undertaken. Through other school-based activities individual talents are developed such as musical skills, sporting aptitudes, performance, as are the 'life skills' of leadership, co-operation, responsibility, confidence and participation.

It is the responsibility of everyone in the school to promote a friendly, caring and achievement-centred environment in which staff and pupils can live and work together. The curriculum is therefore at the heart of everything that we do.

Broad General Education

S1

Pupils follow a timetable of study which allows for continuity and progression from Primary 7 which enables them to have wide range of experiences and outcomes across a variety of subjects as shown below:

Broad General Education – Period allocations

Curricular Area		S1	S2/3
English		5	5
Maths		5	5
Expressive Arts	Art	2	2
	Music	1	
	Drama	1	
Languages	Modern Languages	2	2
Science		4	3
Social Subjects	History	3	3
	Geography		
	Modern Studies		
Technologies	Design and Technology	2	3
	ICT and Enterprise	2	
	HE (not 2022-2023)	2	
Health and Well Being	PE	3	3
	PSE	1	1
	RME and Citizenship	1	1
		1	1
			Plus two additional curricular areas x 3 periods each
Total no of Periods		35	35

S2/3

At the end of S1, pupils have the opportunity to personalise their curriculum for S2 and S3. This enables them to do more of what they enjoy and what they are good at while still experiencing a broad general education on which to build further in the senior phase.

Senior Phase

S4

Pupils undertake a course choice during S3 and begin their S4 timetable in June of S3, thus allowing them a full year to work towards National Qualifications (National 3 to National 5).

S5 and S6

S5 students will be expected to follow a 35 period curriculum, choosing one course from each column. No free time or study time should be on the timetable for an S5 student.

All S6 students will be allocated private study time. This is partly to encourage the good habits necessary for further study beyond school and partly in recognition of the importance of focused effort in S6 in order to achieve particular grades.

All time not allocated to classes must be committed to one or more of the following options:

- study in Department
- study in Library
- service to School
- service to Community

Negotiated options must be agreed by SLT and will be monitored.

Careers Guidance

All pupils receive support with career planning during course choice in S1, S3, S4 and S5.

This involves sessions during Social Education classes which look at skills and qualities required for jobs and Further/Higher Education, writing personal statements, UCAS and College applications. Pupils who may have difficulty in accessing a positive 16+ destination receive additional support from their Guidance teacher and the careers adviser when transition programmes may be put in place. The careers adviser is in school on a weekly basis and is able to offer advice to and work with individual pupils. Pupils receive financial education as part of the S1 and S2 citizenship courses as well as in S5 and S6 through Social Education.

For further information regarding careers you can contact Skills Development Scotland Highland House, St Catherine's Road, Perth PH1 5R or:

www.skillsdevelopmentscotland.co.uk/

Educational Excursions

At various times throughout the school year, pupils may leave school during the school day to take part in a variety of excursions, field trips and study visits; sometimes a small charge is made to cover the cost of transport and/or admission. Parental permission for all such excursions will be sought. Where the excursion is further afield or involves an overnight stay or a potentially hazardous activity, parents will be provided with detailed information for each such event. In planning such excursions staff follow Education & Children's Service guidance to ensure that safety is maintained at all times.

Tracking and Assessing Pupils' Progress and Planning Future Learning.

Tracking and assessing pupil progress in Crieff High is carried out in a variety of ways.

In classrooms, teachers regularly assess pupil work in order to plan next steps for their learning. This information is passed to Principal Teachers to enable interventions to take place to support individual pupils where necessary. Principal Teachers, in turn, work with Support for Pupils colleagues and SLT to best support all young people.

The data gathered through working with pupils in classes is widely shared in school to ensure that staff have high quality information on the progress of pupils across the school; this information is passed to parents / carers via interim and full reports as well as by means of consultation evenings.

Where a pupil is not reaching his or her potential Support for Pupils colleagues and SLT will invite parents / carers into school to discuss the best way forward to ensure that timely and appropriate interventions take place.

Pupil Progress and Reporting

Over the course of a session there are many opportunities for parents to be given information on their young person's progress in our school.

We offer parents / carers a variety of written reports in the course of the session. Each pupil is issued with interim reports and one full report which summarises progress made during the year.

The interim reports follow an established pattern across all year groups. For example, in S1, S2 and S3 the interim report gives parents an indication of how well their young person is progressing in terms of effort, homework and behaviour.

In S4/5/6 the interim report gives the same data alongside a comment on progress. This report also indicates a grade for what the pupil is likely to get at the final exam and a grade which shows where they are at the point of the report being issued.

Parents are invited to contact the school at any point during the report cycle if they need clarification or would simply like to discuss the next steps in their young person's education.

Support for Pupils

Every pupil is allocated a Guidance teacher. Each member of the Support for Pupils team works closely with a particular groups of pupils whom he or she gets to know very well. The Support for Pupils staff work hard at developing good individual relationships with pupils and take a sympathetic and constructive approach to any problems. The team also works in close cooperation with the Educational Psychology Service, Social Work Department, Health and other agencies as needs arise.

Support for Pupils staff use the Getting It Right For Every Child model when offering support for the pupils. Getting It Right For Every Child, is an approach which brings key partners in health, education, social work and the Police together to work co-operatively to support children and young people.

For more information see: www.scotland.gov.uk/Topics/People/Young-People/gettingitright

All school staff follow Perth and Kinross Policy in regard to child protection and should you have any concerns regarding child protection you should contact the school's Child Protection Officer or the social work duty team on 01738 476768 and if you would like further information please use the following link: www.pkc.gov.uk

In course choice and career guidance, they are assisted by the Careers Adviser who visits the school on a weekly basis, to provide individual interviews and careers information. There is also a Pupil Care & Welfare Officer who monitor the pupils at lunchtimes and at the buses at the end of the school day.

Pupils with Additional Support Needs

Pupils have additional support needs when they require extra support over and above that which is normally given to pupils of a similar age. These needs may relate to pupils' physical, sensory or intellectual abilities; they may also relate to emotional and social needs, challenging behaviour, autistic spectrum disorders and communication difficulties. Amongst other factors are chronic illness and absence from school. The spectrum of additional support needs ranges from those which are long term and complex to those that are quickly met.

In Crieff High School pupils are supported in mainstream classes by their class teacher with additional support from teachers or pupil support assistants where necessary. Where appropriate, pupils will be offered individualised educational experiences in the Support for Pupils area of the school. The overall aim is to remove, overcome or minimise the barrier to learning and as such enable the young person to fulfil their potential.

If a pupil has been identified as requiring additional support then an additional support needs meeting (ASN Meeting) will be held with the pupil, parent/carer, school support staff and other external agencies where relevant and appropriate. The purpose of the meeting will be to discuss and agree a range of measures to support the pupil as much as possible.

For those pupils with identified additional support needs liaison with parents/ carers is crucial and as such we welcome communication through the Support for Pupils team.

Further information and advice about provision for additional support needs can be found at the following websites or organisations:

Perth and Kinross Council: www.pkc.gov.uk/article/17278/Schools-additional-support-

(Pupils with Additional Support Needs Cont.)

Children in Scotland trading as “Enquire”

Enquire – the Scottish advice service for additional support for learning

Enquire offers independent, confidential advice and information on additional support for learning through:

Telephone Helpline: 0845 123 2303

Email Enquiry service at info@enquire.org.uk

Advice and information is also available at www.enquire.org.uk

Enquire provides a range of clear and easy-to-read guides and factsheets including:

The Parents’ Guide to Additional Support for Learning:

<http://enquire.org.uk/3175/wp-content/uploads/2017/08/parents-guide.pdf>

Scottish Independent Advocacy Alliance: www.siaa.org.uk

Scottish Child Law Centre: www.sclc.org.uk

10 School Improvement

Standards and Quality Report

Over the last twelve months the school has seen some notable achievements. For details, please follow this link to the Standards and Quality report 2020-2021:

[Standards-and-Quality-Report-2021.22.pdf \(crieffhighschool.org\)](#)

Literacy, Numeracy and Health and Well-Being

The development of literacy, numeracy and health and well-being is the responsibility of all teachers. Co-ordinators for these key areas work across the school with all departments to ensure that these three areas are fully embedded in our curriculum.

Plans for Improvement

Our key priorities for this session are:

- Self-evaluation for self-improvement
- Learning, teaching and assessment
- Ensuring wellbeing, equality and inclusion

School Performance Links

Our last inspection report can be found at the following link:

<https://education.gov.scot/inspection-reports/perth-and-kinross/5350336>

Useful Sources of Information

SQA:

http://www.sqa.org.uk/sqa/CCC_FirstPage.jsp

Scottish Credit and Qualifications Framework (SCQF):

<http://www.scqf.org.uk/>

John Muir Trust:

<http://www.jmt.org/>

Active Schools:

<https://sportscotland.org.uk/schools/active-schools/>

Curriculum for Excellence (CfE):

<http://www.education.gov.scot>

Youth Philanthropy Initiative (YPI):

<http://ypiscotland.org.uk/>

National Parent Forum of Scotland

<http://www.parentforumscotland.org/>

Anti-Bullying Policy

This can be found on the school website in the Parent & Carer Hub under Documents & Policies [Anti-Bullying – Crieff High School](#)

School Transport

Details on how to apply for school transport can be found on the PKC website [Schools - transport and trips - Perth & Kinross Council \(pkc.gov.uk\)](#)

Homework

The school places a priority on pupils developing good home study habits. Progress in homework needs parental co-operation and support.

Prefects

The school has a well-established system led by a Head Boy and a Head Girl.

Head Boy – Ben Knox

Head Girls – Gemma Lang

Prefects assist with the smooth running of the school by undertaking a range of duties and responsibilities aimed at supporting the school aims and principles of conduct. All pupils are expected to follow the instructions and advice given by prefects particularly during interval and lunchtime breaks. Our prefect team is drawn from S4 - S6.

Houses

Pupils are allocated to one of our Houses: - Barvick, Kelty and Turret. Pupils are awarded house points for a wide variety of things such as participation in House tournaments, success in sporting activities, community service, supporting fellow pupils, involvement with charities and wider achievement. A variety of inter house activities are organised throughout the school year.

The heads of house are:

Mr Duncan (Head of Kelty), Mrs Walker (Head of Barvick), Mrs Douglas (Head of Turret).

Extra-Curricular Activities

A wide range of extra-curricular activities are offered throughout the year. Among those underway or planned in the current session are: Music, Guitar Club, Choirs, Debating club, Gaming club, Bakery club, Theatre Visits, Productions, and Field Trips. Special mention should also be made of the annual school show whose high standard is recognised in full attendances. Pupils regularly distinguish themselves and the school in sporting, academic, (e.g. Maths Challenges), literary and musical events at district, regional and national levels.

A range of extra-curricular sports' activities are also offered. Staff, senior pupils and parents lead and assist pupils to develop skills, prepare for matches against other schools and to simply have fun taking part. Our Active Schools Co-ordinator, Nick Keiller, is responsible for supporting and developing these additional activities, including

- Football
- Hockey (junior) - training on a Monday after school till 5pm
- Hockey (senior) - training on a Tuesday after school till 5pm
- Netball
- Rugby
- Boxing
- Badminton

Collecting Pupils from School

The Campus car park can be very busy at the end of the school day. We would ask therefore in the interest of safety that parents collecting children should use the overflow parking off Monteath Street, or wait and collect their children at 3.40 pm on Pittenzie Road; by this time the street will be clear of all school buses.

Lockers

Each pupil has a locker. Outdoor garments should be left in the lockers during class time.

PE Kit

For Physical Education, pupils should come equipped with:

- T-shirt or polo shirt, black shorts, sports socks, training shoes
- Warm clothing such as a sweatshirt for outdoor PE
- Towel for showering
- Football boots would be better than trainers for football
- Swimming kit

These items with an embroidered school badge can be ordered through the PE Department. The PE Department will be able to supply or advise about where to purchase these items and order forms will be distributed during Primary 7 visits by Support for Pupils staff. Where pupils are unable to participate in PE, we ask that parents provide a written, signed note.

Organisation of School Day

The school day runs from 9.00am to 3.40pm and is organised as follows:

Monday - Friday 7 Period Day	
Form	09:00 – 09:15
Period 1	09:15 – 10:00
Period 2	10:00 – 10:45
BREAK	10:45 – 11:05
Period 3	11:05 – 11:50
Period 4	11:50 – 12:35
Period 5	12:35 – 13:20
LUNCH	13:20 – 14:10
Period 6	14:10 – 14:55
Period 7	14:55 – 15:40

12 Child Protection Officer

Mrs M Fotheringham

13 Arrangements for Emergency Closures

The following guidelines should be helpful to parents if severe weather sets in.

If heavy snowfall during the day begins to affect roads and traffic, we will take the advice of our bus and taxi operators, the police and up-to-date weather reports and if necessary will arrange for pupils in outlying areas to be taken home early and for staff who travel a distance to then be released. In this situation families who live within walking distance of the school will not normally have a serious problem. Local pupils may have to be sent home at a later stage.

Since we cannot normally give advance warning of an early closure we recommend that families have plans in place to deal with this situation. We always tell pupils to stay in school if they do not have a safe house to go to, but this is not an ideal situation for any length of time.

Please remember that we will never question a parent's own judgement regarding a child's safety. Conditions in Crieff can be quite different from those in the surrounding countryside and parents who therefore decide to pick up children early will have our full co-operation even if the school is staying open. Information and advice from parents out in the countryside can be very helpful to us in making our own decisions.

If snowy weather sets in overnight we again get the best information we can and if possible arrange for advice to be broadcast on Radio Tay before people begin their journeys. Sometimes our bus or taxi operators will make their own decisions not to operate the service because they are worried about the safety of the journey to or from school. **Our experience is that they do not take such a decision lightly, and parents who then make their own arrangements to get children to school should have a fall-back plan in case conditions worsen and transport is not available to get them home. Again, we will not question a parent's own judgement about the safety of the journey.**

The advice given here is based on our own experience and also on guidelines supplied by the Education Department. The Education Authority has made arrangements to give parents and pupils information about school closures and these are given below.

Information for parents/carers regarding school closures will be available from the following sources:

Radio Tay:	(used in all instances)			
	Frequency	AM 1584	FM 96.4	Perth only
		AM 1161	FM 102.8	Everywhere else

Radio Heartland FM	(only used for widespread weather conditions)	
	Frequency	FM 97.5, 106.6

Radio Central:	(only used for widespread weather conditions)	
	Frequency	FM 103.1

Perth and Kinross Council Customer Service Centre

Available from 08.00 hours to 18.00 hours however this line may operate from 07.00 hours in exceptional circumstances. Parents/carers should dial 01738 475000. Calls are charged at the local rate.

Parents/Carers can also find closure updates on the Perth and Kinross Council website. Parents/Carers can log onto www.pkc.gov.uk/Schoolclosures