



WELCOME TO

**JAMES GILLESPIE'S HIGH SCHOOL
ÀRD-SGOIL SHEUMAIS GHILLEASBUIG**



FÀILTE GU

**S1 PARENT & CARER INFORMATION
FIOSRACHADH PÀRANT & LUCHD-CÙRAM AS1**



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WELCOME FÀILTE



Mr McCallum

Head Teacher

Welcome to James Gillespie's High School.

Moving from primary to secondary is a big step, but you and your family are joining a supportive, vibrant community where your children will learn, grow, and thrive. We are excited to see the talents and enthusiasm they bring.

Our staff is here to guide you and them through new subjects, opportunities, and experiences. You children will make new friends, discover their strengths, and develop skills for the future. If you ever need help, just ask—we are all here for you and your family.

We hope your children enjoy this journey, embrace the challenges, and make the most of every moment. We look forward to working alongside you and to seeing your young person succeed!

CONTACT DETAILS

Main Campus: Lauderdale Street, Edinburgh EH9 1DD

Darroch Campus: 7 Gillespie Street, Edinburgh, EH3 9NH

Tel: 0131 447 1900

Email: admin@jamesgillespies.edin.sch.uk



SCHOOL VISION & VALUES

LÈIRSINN & LUACHAN NA SGOILE

Our Vision Statement outlines what we aim to achieve as a school community over the coming years:

‘Our vision as a school is to create a nurturing environment in which all feel welcome and part of a larger family. All members of the school community will feel appreciated and enabled to forge friendships based on values they will embrace for life. We seek to ensure that James Gillespie’s High School provide sa foundation for a lifetime of learning, embracing the diversity within our wider community, so that every individual can excel in their own unique way.’

Our Values are the ‘things’ that we believe are important in the way we work and interact with each other. They are the principles upon which we seek to operate as a school community and relate to each other in order to achieve our vision.

At James Gillespie’s High School, are values are:

Respect
Kindness
Integrity
Inclusion
High Expectations



PUPIL SUPPORT TAIC SGOILEAR

James Gillespie's High School operates a vertical Pupil Support system with pupils being divided into four Learning Communities. Each Learning Community is supported by two Pupil Support Leaders and a Depute Head Teacher as Community Head.

The Pupil Support Leader is your main contact person in JGHS. If you have any concerns, worries or need information please do not hesitate to contact the relevant Pupil Support Leader who will be pleased to help. Please note it may take 3-5 working days to respond unless it is a matter of emergency. If staff are teaching, in meeting etc., it may not be possible to speak to them but the office staff are happy to take messages. You can also contact us by email at the address on the cover of this leaflet

The Support for Learning department link with PSLs and Community Heads to ensure any barriers to learning are addressed. They offer in-class support, extract pupils to provide targeted support and offer advice to teachers on the best way to support pupils with additional support needs. Most support will be offered by the class teacher, with all teachers receiving regular training to help those pupils with Additional Support Needs. The department includes a team of Pupil Support Assistants who support pupils in classes. More information about the SfL department can be found on the school's website: <https://www.jamesgillespies.co.uk/curriculum/sfl/>

Pupil Support DHT: Mr Porter

Support for Learning Leader (Mon-Thurs): Mr Cockcroft

Inclusion X CL: Ms Parkes

Lauder Community Head: Mrs O' Brien

Lauder 1,2,3: Miss Garrett

Lauder 4,5,6: Mrs Britton

SFL: Mrs Fallon (Mon-Thurs)

Spylaw Community Head: Mrs Stewart

Spylaw 1,2,3: Mrs Graham

Spylaw 4,5,6: Mrs Kerr

SFL: Mrs Oatman

Roslin Community Head: Mr Cotter

Roslin 1,2,3: Mr McPhail

Roslin 4,5,6: Mrs Pearce

SFL: Dr Andrews

Darach Community Head: Mrs MacIver

Darach: Mr Alexander / Mr Docherty

SFL: Mrs Moreno (Tues-Fri)

DARROCH CAMPUS

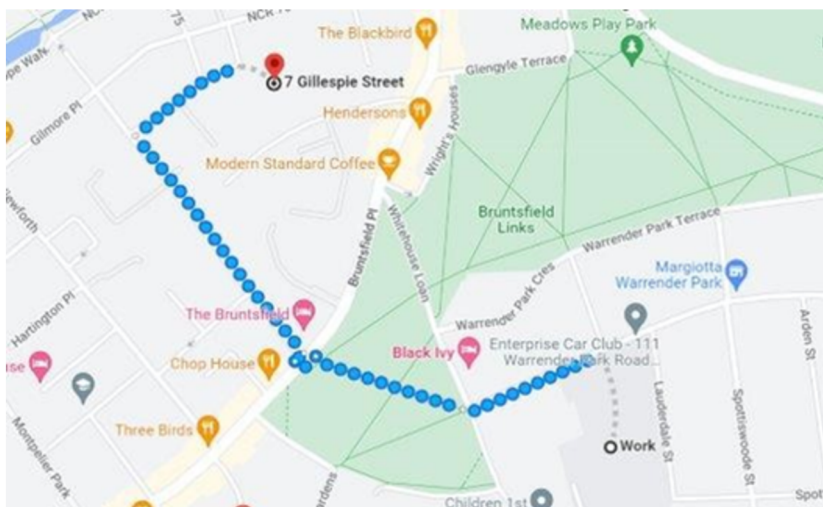
ATH-THAIGH DARROCH

The school is based on an additional campus in the Darroch Annexe for S1/2 classes taught in the GME (Gaelic Medium Education) and for S3 to S6 classes.

This is due to an increasing pupil roll and to support the Advice for Gaelic Education's statutory guidance about the benefits of full language immersion in the development of Gaelic language skills.

Staff teaching there are required to travel between the main campus and Darroch and will be allocated additional non-contact time for travel made during the school day (i.e. at interval or lunch).

Darroch rooms are denoted by the letter 'D' before the room number. Darroch has catering facilities and admin and support staff.



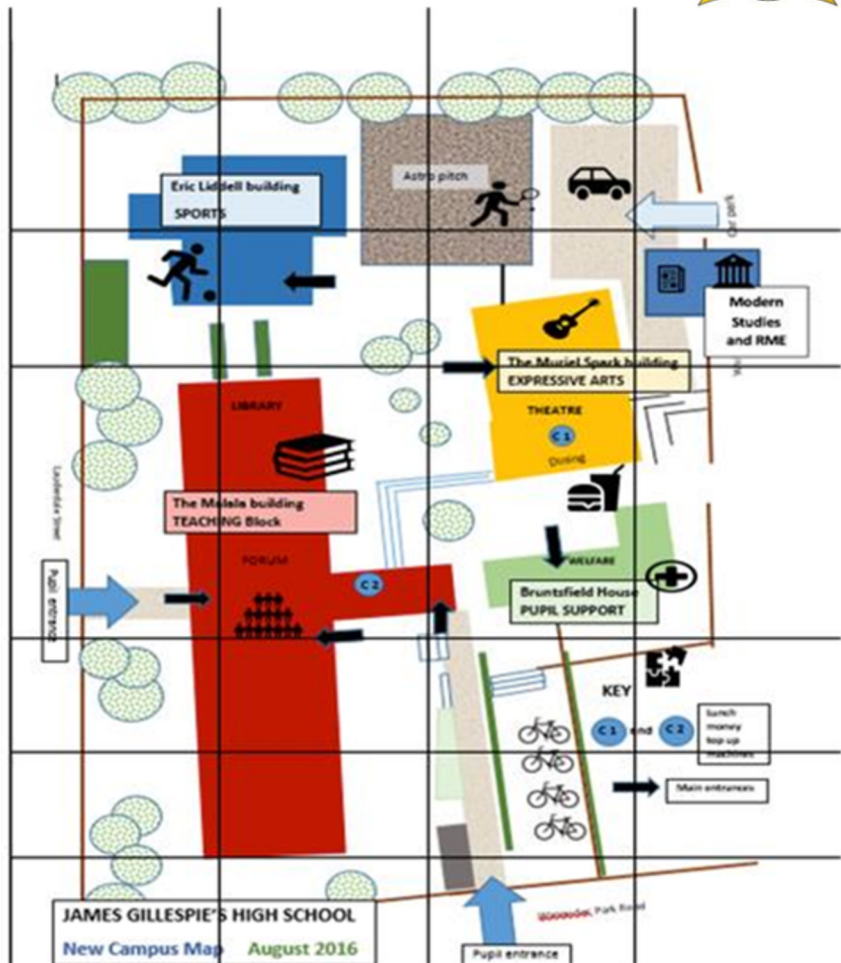
Travel to Darroch

This is an approx. 10 min walk, and more specific directions below:

1. Turn left onto Warrender Park Road when you leave the main JGHS Campus
2. Walk past James Gillespie's Primary School and cross the road at Whitehouse Loan towards Bruntsfield Links
3. Walk across the Links towards the traffic lights at Bruntsfield Place
4. Cross the road at the traffic lights and walk until you almost reach the bottom of the street – Leamington Terrace
5. Turn right onto Upper Gilmore Place and walk to the end of the street
6. The Darroch Annexe will be on your right

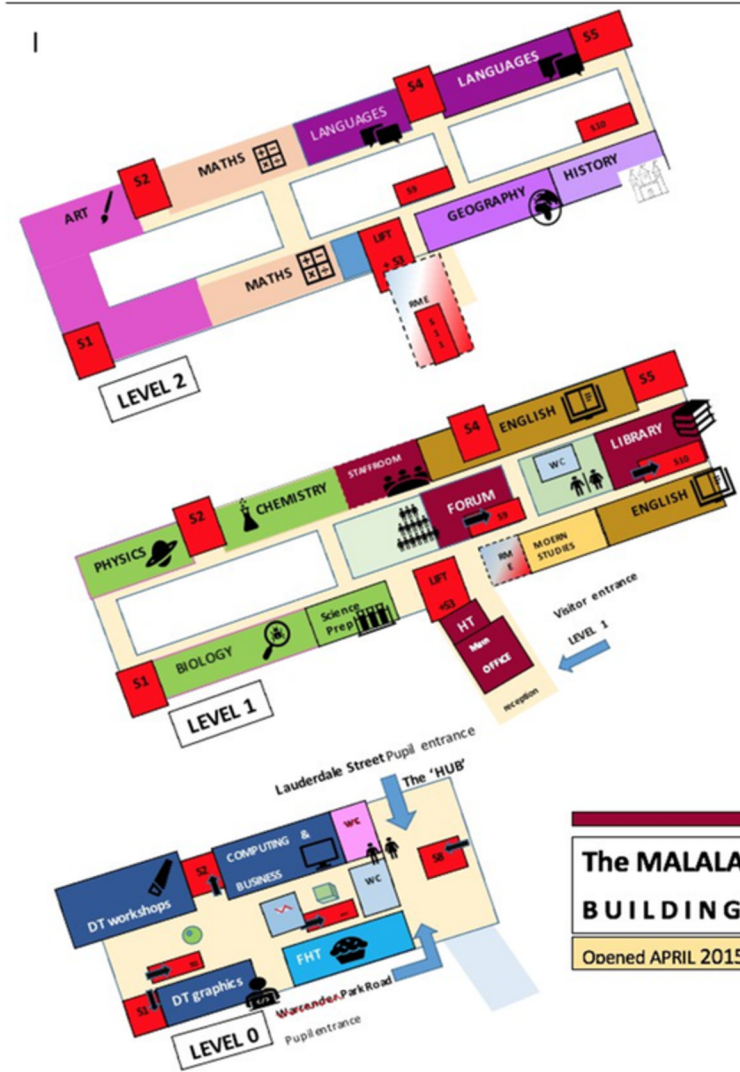
MAIN CAMPUS MAP

MAPA PRÌOMH LÀRAICH NA SGOILE



MALALA BUILDING MAP

MAPA TO GALACH MALALA



The MALALA BUILDING
Opened APRIL 2015

CLASSROOM GUIDELINES

GIÙLAIN SAN SEÒMAR-TEAGAISG

Learner Expectations

- I will arrive on time
- I will be prepared with materials required for each lesson e.g. pens, planner, P.E. kit.
- I will follow my teacher's instructions at all times
- I will concentrate and work to the best of my ability
- I will respect my teacher and all in my classroom
- I will refrain from eating and only drink water in class
- I will only use my electronic device when my teacher has given permission

Consequences

It is vital that learning takes place in the classroom, and that you have the opportunity to learn in a purposeful environment.

Your teachers will encourage you to participate and be involved in learning activities.

However, if you disrupt the learning of the class, you can expect the following consequences:

STAGE 1: Verbal warning

STAGE 2: Seat move within the classroom

STAGE 3: Removed from class to a local Time Out

STAGE 4: Removed by Duty Head

If you refuse to go on a local Time Out, you will be referred to Duty Head and home will be contacted. This is to support your future learning and allow others to learn.

CLASSROOM GUIDELINES

GIÙLAIN SAN SEÒMAR-TEAGAISG

Water and Drinking in Class

- Only water is permitted in class (apart from science labs where health and safety guidance apply).
- Pupils are not permitted out of class to fill water bottles - this should be done in their own time.
- Energy drinks are not permitted on the school campus.

Eating in Class

- Eating chewing gum is not permitted in class, or school grounds.
- No food is permitted to be eaten during class-time, unless agreed by the community team as part of an individualised medical plan.

Toilet breaks

- Pupils are allowed out of class to attend the toilet when required.
- Please note that regular toilet trips without a valid reason will be monitored and referred to PSLs. This will be discussed with the pupil and home may be contacted.

Phones and Headphones

- Phones and headphones are not permitted in class or hallways, and must remain in your school bag.
- Headphones may be used for short periods but only at the teacher's discretion.

Double Periods

- You should not expect a break during a double period and will not be allowed out of the classroom unless to attend the toilet.
- The location of breaks, if granted, will be entirely at the discretion of the teacher but pupils will remain in the classroom.

DRESS CODE

CÒD AODAICH

Pupils at James Gillespie's High School are not required to wear a specific school uniform on a regular basis, apart from some formal occasions when requested to do so. Pupils are expected to dress decently, appropriately, and comfortably.

Clothing that is considered inappropriate includes:

- Items that may harm an individual, or cause offence to others through the display of slurs and/or contain offensive or inappropriate messages or slogans.
- Offensive clothing such as T-shirts or other items painted with obscene language or illustrations are not permitted.
- Football strips and logos are forbidden as they can cause obvious tension.
- Underwear should not be exposed.
- Jewellery which is a risk to health or safety in practical subjects such as CDT, Sciences etc. or whilst moving around the school is not permitted. Teaching staff will make an individual judgement on this. Pupils may not be able to participate in P.E. if they are wearing jewellery that cannot be removed and is a possible risk to their safety.
- Hats and other headwear(including hoods) should not be worn in the buildings other than for medical or religious reasons.
- Outdoor clothing should not be worn in the classroom unless permitted by the individual teacher.

While pupils are asked to wear appropriate clothing to school, harassment or teasing of someone's chosen dress code will not be accepted.



FURTHER INFORMATION FIOSRACHADH EILE

- Attendance & Punctuality
- Digital Devices
- Family Support
- Active Schools
- GME @ JGHS
- Vaccinations
- PE Kit Policy
- Performing Arts

ATTENDANCE & PUNCTUALITY

FRITHEALADH & PONGALACHD

Parents/Carers should let the school know with as much advance notice as possible of any known young person's absence. Information provided should include the name of the young person, class, and reason for absence with number of periods or days involved. The school can be contacted as follows:

- **Email:** admin@jamesgillespies.edin.such.uk
- **Text:** 07860 029 667 (to report an absence), or reply to text alert
- **Phone:** 0131 447 1900
- **Write:** Hand letters into reception

The school, in common with all other authority schools, operates a system called GroupCall where the contact number is automatically texted if a child is absent periods 1, 3 and 5 without a known reason. Parents/carers can then contact the school to give a reason for the absence.

Teachers check the attendance every lesson but there can be a delay in updating online registers if students are late. To avoid errors in attendance records and prevent disruption to teaching and learning, we encourage all students to be on time to all classes. The school has also put in place a lates desk to reduce classroom disruption.

If truancy is confirmed/suspected, parents will be informed. If truancy is persistent, parents/carers may be asked to meet with the school to help establish strategies for improving attendance.

Additional Key Information

- In the case of infectious diseases, the school must be notified immediately.
- Parents/carers are strongly discouraged from taking their children on holiday during term time. The school cannot normally authorise absence for this purpose and the attendance record will be marked "unauthorised" absence.
- Pupils should insure that they are on site for 08:30 each morning. The period 1 class starts promptly at 08:40.
- A record is kept of each student who is late at the beginning of the morning and afternoon sessions. In the case of persistent lateness, parents/carers will be consulted and their full co-operation requested to ensure improvement. Employers and colleges/universities ask about punctuality as part of school references.
- Teachers check the attendance every lesson but there can be a delay in updating online registers if students are late. To avoid errors in attendance records and prevent disruption to teaching and learning, we encourage all students to be on time to all classes. The school has also put in place a lates desk to reduce classroom disruption where pupils should register if they are more than 5 minutes late.



Family Support

Towards the end of the summer, please remember to sign up for free school meals if eligible. Our website has various support links which will help you with your application. Even if your child has no intention of using the canteen it is worth applying for free school meals to open up other areas of support for your child whilst they are at school:

<https://www.jamesgillespies.co.uk/parents/support-for-families/>



Our Active Schools Coordinator works closely with our PE Department and wider Learning Community to develop extra-curricular opportunities that contribute to young people's improved health and wellbeing by offering inclusive, accessible active opportunities, driven by the needs of the individuals and communities.

The Active Schools programme is an essential part of wider school life which enables pupils to try new activities, build their skills and confidence, compete against other schools, develop leadership skills and develop links with local clubs.

This year two of our basketball teams reached the national final, and our runners brought home an athletics trophy. The PE Department play an active role in delivering clubs and organising competitions. It truly is a team effort!

What can parents/carers do to help?

1. Volunteer! It's great fun and makes our sporting programme happen – whether chaperoning pupils to events/competitions or having a go at coaching (with full training and support from Active Schools). Please get in touch with the Active Schools Coordinator to find out more!

2. Encourage your child to try something new and get more active, more often, through our Active Schools programme.

If you have any questions or suggestions, please contact our Active Schools Coordinator, Lorraine Burn via Lorraine.burn@ea.edin.sch.uk



DIGITAL DEVICES

INNEALACHDAN DIGITEACH

iPads

P7s can bring their iPads to the 3 transition days in June (but not the Gillespie's Games at Meggetland) unless there is a reason why this would not be suitable. We recommend charging the device at home the day before and leaving plugs / cables at home as they often go missing.

In August, all P7 pupils from Edinburgh primaries will be expected to arrive with a fully functioning device and have their school Apple plug/charger safe at home. Remember to keep a note of the passcode for the iPad.

Any breakages/repairs/losses should be processed with the primary school before August. We cannot provide spare plugs or chargers or help fund repairs that occur prior to August.

If you prefer to collect your school iPad at the end the summer from the primary then please arrange this directly with them.

Mobile Phones

Mobile phones should not be brought to school during the P7 transition days in June or when pupils join in August. If there is a reason why a young person must have a phone (e.g. medical reasons or those who travel from far away) then please alert the school office who can liaise with their Pupil Support Leader over next steps.

Headphones should also not be worn in school. Sound cancelling ear buds can be worn for pupils with sensory issues but should not link to any device.

FTMG

GME @ JGHS

James Gillespie's High School is proud to offer Gaelic Medium Education (GME), allowing students to continue their Gaelic studies after primary school. Pupils from Bun-sgoil Taobh na Pàirce automatically transfer to Gillespie's for secondary education.

There are currently 10 subjects delivered through Gaelic, with provision from S1-S6 as follows:

- Gàidhlig
- History
- Modern Studies
- Geography
- Science
- Drama/Media
- Music
- Art
- PE
- RMPS

S1 GME pupils will spend approximately 70% of their time at the recently refurbished Darroch campus building. This space is also shared with S2 GME pupils and S3-S6 JGHS pupils. The Campus boasts a servery with hot and cold food, study spaces, large classrooms and a generously resourced outdoor space, including a Polycrub, outdoor classroom and sporting equipment. In addition, GME pupils will have full access to the JGHS Main Campus and specialist practical resources there including the swimming pool and technical tools.

In addition to being able to access the main Wellbeing Hub and Support for Learning base in the Bruntsfield building, GME pupils can also access the Darroch Wellbeing Hub and work with the Darach Support for Learning teacher at the Darroch building.

All enquiries about GME @ JGHS can be directed to:

Mrs MacIver
DHT - GME

donna.maciver@jamesgillespies.edin.sch.uk

VACCINATIONS

BANNACHAIDHEAN

NHS Community Vaccination Team

The NHS Community Vaccination Team works closely with all schools within the Lothians to deliver school-age vaccinations. The link nurses for James Gillespie's, are Caroline and Sharon.

The team's aim is to protect school children and the wider population. Uptake for school vaccinations in Lothian is low at the moment. Low vaccination uptake means the possibility of outbreaks of diseases such as Meningitis, which can be devastating and life-changing for young people.

The NHS team deliver a host of campaigns to school age children including Seasonal Flu, Tetanus, Diphtheria and Polio Booster (Td/IPV), Meningitis ACWY and Human Papillomavirus (HPV) and MMR. For more information, including other formats and translation support visit: www.nhsinform.scot/vaccinesforyoungpeople

If you have any worries or concerns about the vaccines, or the vaccine process in school, the team are very happy to hear from you. They also know that some young people are anxious about getting vaccines and they have lots of experience within their team supporting young people and lots of options to offer.

Please get in touch with them if you'd like to discuss anything. Their office number is 0131 446 4082 and is on all printed consent forms. They are out vaccinating most of the time but if you leave a message, they will get back to you. Queries can also be emailed to them at loth.cvtschools@nhslothian.scot.nhs.uk

Details of the vaccines offered during the school year are detailed on the next page and we would ask that you return consent forms ASAP when they are sent home to you via your young person. Please return forms even if you wish to decline, this means we can update our pupil information, there are boxes to select your preference. If your child has received the vaccine elsewhere it is extremely helpful for us to know this to update our records and prevent unnecessary administration. Returning your form shows us that you have received it and your wishes will be respected. Your child will remain eligible for free NHS school-age vaccines until they leave school and therefore will be offered a form each year until they complete the course or to allow you the option to change your mind.

If there are spaces for you to add in dates of previous vaccinations, this information can be obtained from your GP practice or may have been documented in your child's red book. The school does not have access to this information.

S1-S6 – Influenza (Seasonal Flu) vaccine - www.nhsinform.scot/childflu

- Offered to all school pupils annually between September and December.
- Yellow consent form
- Most will receive this as a simple nasal spray although some may be offered an injection for medical or religious reasons.
- Flu can be a serious illness for anyone and vaccinating young people protects not only them but vulnerable people around them.

S1 – HPV (Human Papillomavirus) vaccine - www.nhsinform.scot/hpv

- Offered to all S1's with a catch-up of other years between March or June.
- Pink Consent form
- Protects against human papilloma virus which can cause genital warts and several types of cancer including cervical, head, neck and other genital cancers in males and females.
- This vaccine has reduced cervical cancer-causing HPV in young women in Scotland by 99%.
- Only 1 dose is required for most people.
- The HPV vaccine has been introduced in over 100 countries in the world.

S3 – Final dose of Tetanus, Diphtheria and Polio (Td/IPV) and Meningococcal ACWY www.nhsinform.scot/tdipv www.nhsinform.scot/menacwy

- Delivered to S3's with catch-up of other years between January and March.
- Orange consent form but may be green or purple if only one required.
- Td/IPV protects against Tetanus, Diphtheria and Polio. Most students will have had 4 doses previously- 3 doses as a baby and 1 at 3 ¼ or soon after. This booster provides the 5th and for most their final dose.
- Meningococcal ACWY protects against 4 types of meningitis-causing bacteria that are more common in young people and spread very easily. Meningitis can cause brain damage, loss of limbs, deafness and sight loss.

S1- S6 Catch-up programme for MMR-Mumps and Rubella - www.nhsinform.scot/mmr

- Offered to S1-S6's who have an incomplete course of MMR.
- Blue consent form
- Protects against Measles, Mumps and Rubella.
- Measles is a very infectious virus that causes fever, cold, cough, conjunctivitis type symptoms and a rash. This can cause serious complications like pneumonia and inflammation of the brain.
- Mumps causes fever and painful, swollen glands in the face and neck. Complications from mumps can cause deafness.
- Rubella (German Measles) often causes rash and fever, this is usually mild. If caught in pregnancy this can cause serious harm to the unborn child.
- NHS Scotland checks MMR vaccine status, it is important that young people have received 2 doses of MMR to effectively protect them against measles, mumps and rubella.
- A second dose of MMR can be given 1 month after the first one.
- The MMR vaccine is highly effective and has been shown to be very safe. It has been shown to protect children and young people in Scotland since it was introduced in 1988.
- People with a confirmed egg allergy can receive the MMR vaccine.

POILEASaidh AODACH-SPÒRS

PE KIT POLICY

1. Sports kit is recommended for every practical lesson for hygiene, performance and environmental reasons. This doesn't need to be a change of kit but this is recommended.

2. Appropriate kits consists of sports top (e.g. t-shirt/jumper) and bottoms (e.g. shorts/tracksuit bottoms/leggings). Sportswear is essential. No jeans, cargo trousers or button up shirts. Suitable sports footwear is also required and must be clean for indoor facilities. No heels, boots or crocs.

For aquatic sports pupils should wear what they feel comfortable in (e.g. shorts, trunks, bathing suit, lightweight t-shirts) but avoid clothing materials that may hinder your ability to swim. Please also remember to bring a towel.

3. If unable to participate fully in a lesson through illness or injury you must still wear PE kit. We will involve you in the lesson in an appropriate task that does not over exert you or aggravate any injury.

4. No note is required from parents to excuse you from participating unless this is for an extended period of time.

Any questions please do not hesitate to talk to your teacher.

THE FACULTY OF PERFORMING ARTS

Instrumental Music Service

The music department at James Gillespie's High School is committed to ensuring and delivering the best possible learning experience for a child who has been selected to receive free tuition on an instrument within school. The City of Edinburgh Council is one of the few authorities in Scotland which does not charge for instrumental lessons, and we hope that many students will take full opportunity of this invaluable resource.

Learning to play a musical instrument develops a wide range of unique skills, provides a means of fulfilment and enjoyment whilst nurturing a greater understanding and appreciation of the arts and their role in society. Learning to play, create and perform music contributes to the development of creative skills and attributes. Providing such musical opportunities for pupils helps to enrich their learning both within and across the curriculum as well as making a positive contribution to the ethos of the school.

Instrumental music prepares and enables pupils to make a meaningful contribution towards the artistic, cultural and creative life of their community.

How does the Instrumental Lesson System work at JGHS?

Pupils receive one 30-minute lesson which rotates on a weekly basis over the day/s the instrumental teacher is in the department – therefore, pupils should never miss the same lesson in consecutive weeks. Most lessons are taught in small groups at secondary school, as per the Council policy. However, there may be occasions where individual lessons are offered. This is primarily for pupils who are sitting SQA Music courses or where there are constraints around suitable accommodation or instrument availability.

Both pupils and parents will be made aware of their commitment to receiving instrumental lessons through contact with the appropriate instrumental teacher and a contractual letter issued from the Curriculum Leader of Performing Arts when selected for lessons.

THE FACULTY OF PERFORMING ARTS

Who can learn an instrument at JGHS?

The music department at JGHS firmly believes that access to instrumental lessons should be available to all pupils in secondary school, and especially those who previously either had no provision to learn an instrument in primary school or were unsuccessful in their original application.

The opportunity to audition to receive instrumental lessons within school is offered to all S1 pupils as they start high school. Pupils will receive a special presentation in Music classes when they start in August and letters will be emailed home detailing the audition process.

Important Note:

It is the City of Edinburgh Council's policy that pupils who learn an instrument in school are not permitted to take private lessons on the same instrument out of school. Council policy states that if a child receives private tuition on the same instrument that you must inform the school and your child will no longer be able to access free tuition in school. This ensures as many children as possible have opportunities to learn an instrument at JGHS. However, it is noted that some pupils may reach the standard whereby they can audition with external agencies such as NYCoS, NYoS and Royal Conservatoire of Scotland as well as performing with City of Edinburgh Central Ensembles. It is acknowledged that as part of these programmes they may receive additional instruction on the same instrument that they learn within school. This is permitted within the policy guidelines.

Any pupil who currently learns an instrument privately may apply to learn a different instrument within school.

THE FACULTY OF PERFORMING ARTS

Which instruments are available to learn at JGHS?

We currently have instructors at James Gillespie's HS on the following instruments:

Instrument	Instructor	Day(s) Taught
Piano	Mr. Anderson	Weekly rotation between Monday morning and afternoon
Brass	Ms. Sheach	Monday & Tuesday
Woodwind	Mr. Ironside	Monday: All Day Wednesday: Morning
Upper Strings (Violin & Viola)	Mr. Mazur *Covering for Ms. Moran	Tuesday & Thursday
Cello	Ms. Picken	Tuesday
Double Bass	Mr. Cameron	Weekly rotation between Wednesday morning and afternoon
Clarsach	Ms. Peterson	Tuesday & Wednesday
Percussion	Mr. Rankin	Monday & Friday
Guitar	Mr. McGeary	Thursday & Friday
Voice	Ms. Hunter-Brooks	Tuesday
*Highland Bagpipes & Chanter	Mr. Warren	Thursday
*Pipe Band Drumming	Mr. Bayne	Thursday

**Highland Bagpipes/Chanter and Pipe Band Drumming lessons are not part of The City of Edinburgh Instrumental Music Service. These lessons have been brought in especially by the school and incur a monthly charge. For more information please contact jghspipeband@gmail.com.*

THE FACULTY OF PERFORMING ARTS

It should be noted that spaces are very limited in some instruments, and the number of spaces available varies on an annual basis. Unfortunately, when a timetable is already at capacity no further auditions will be undertaken for that year. Instead, names can be added to a waiting list. Further information regarding spaces available will be issued to the new S1 in September.

My child received lessons at primary school – will these continue?

It is expected that pupils who have entered the City of Edinburgh Instrumental System from selection at primary school continue lessons automatically in secondary school without the need to re-audition. The Arts and Learning Department issues the Curricular Leader of Performing Arts with a list of all pupils on the instrumental system in primary school, and these pupils are then contacted by the appropriate instrumental teacher on their entry to S1.

To maintain continuity in learning and the investment in instruction at primary level, pupils who learned an instrument at primary school are expected to develop and extend these skills further at secondary level.

Will I need to purchase an instrument/equipment for my child?

We endeavour to ensure many pupils new to the instrumental system receive a school instrument, but this is not always possible due to our limited supply of instruments, and for larger and more expensive items such as clarsach and double bass. If a school instrument is loaned to a pupil, parents are required to sign a 'loan of instrument' form in which they agree to ensure that the school instrument loaned to their child is properly cared for.

Parents/carers are requested to replace items such as strings, reeds etc. when they break as this is normal 'wear and tear' and meet the cost of any repairs due to the instrument being broken through mishandling or negligence in any way.

After one year of learning, pupils are encouraged to purchase their own instrument: There are several schemes available for hiring/purchasing instruments and we will send out more information on these in due course. If this is likely to prohibit your child from taking part, then please let us know.

THE FACULTY OF PERFORMING ARTS

Pupils will be able to leave their instruments in the department at the start of the day they have their lessons on, rather than carry these around school. Instruments can be left at the end of the music corridor on the shelving, however, are left at your own risk. The department cannot be held responsible for any damage or theft of instruments. **Instruments should be clearly labelled with your child's name and details**, so we can identify them easily.

What commitment is expected from pupils?

Pupils are required to attend their weekly lesson, bring the appropriate equipment to their lesson and practice regularly on their instrument. Pupils are encouraged to use the music department to practice their instrument at lunchtime and/or after school if they do not have an instrument at home, such as clarsach, drum kit, double bass etc.

Instrumental timetables are displayed on the noticeboard outside the staff base in the Muriel Spark building and on Teams. Pupils are also provided with a green lesson card where they must note down all their instrumental lessons for the term ahead. It is procedure for pupils to have their green card to show their class teacher, and have it signed before they will be allowed out to attend their instrumental lesson. This is primarily for health and safety reasons, so we know where pupils are in the campus throughout the school day. Failure to give proof to the class teacher will result in the teacher not permitting a pupil to attend their instrumental lesson.

Where a school instrument is loaned to a pupil, it is entirely the pupil's responsibility to look after this instrument with due care and attention. Any repairs to this instrument through accident, mishandling or negligence should be undertaken by the parent/carer. Replacing items such as strings, reeds etc. are the responsibility of the pupil and parent/carer.

Learning an instrument is an exciting opportunity. When a pupil has reached the required standard they are expected, as part of their instrumental contract and entitlement to free tuition, to perform in the appropriate school band/orchestra/ensemble and perform in the many concerts and musical events the music department offer. This is a vital part of school life and will greatly enhance playing and confidence. Failure to commit to, and attend, an appropriate instrumental group may result in the pupil being withdrawn from the instrumental instruction system.

THE FACULTY OF PERFORMING ARTS

What commitment is expected from parents?

On pupils being selected for instrumental tuition, parents will be issued with a contract which states they support their child learning an instrument and will ensure their child regularly practises. Also, we expect parents to ensure their child joins the appropriate school ensemble once they reach the required stage.

Parents are expected to support the department's referral system on attendance, organisation and practice and encourage their child to regularly attend their weekly lesson and bring the necessary equipment such as their music and instrument.

What strategies can we use to ensure good attendance at lessons?

- Timetables are on display on the boards outside the Performing Arts Base in the Muriel Spark building and are available on Teams. Pupils should check this before the start of school, on the day of their lesson to double check their time and ensure it is noted on their green card.
- Instructors will often encourage pupils to set reminders on their school iPads.

How is attendance at lessons/ensembles managed?

As a music department, we feel free instrumental tuition is a very valuable resource and hope your child makes the best possible use of this. It is our aim, with your support, to encourage your child to enjoy this worthwhile opportunity and use a system to monitor progress and attendance more closely which will ultimately help develop skills and aid improvement.

Instructors keep track of pupil's attendance at lessons. When this begins to become a concern (3 instances), a referral is passed to the Performing Arts Coordinator, who then emails home to the pupils' parent/carer. If there is a genuine excuse for a child missing a lesson, then we will ensure this is recorded and the referral will be removed. Pupils are allowed two further referrals to the Performing Arts Coordinator before they are removed from the instrumental music system.

Pupils should make every effort to alert their instructor if they know they will not be able to attend a lesson i.e. they have an assessment in a class, on a school trip etc. As a department, we hope families appreciate that this system will have an overall positive effect on children's development of skills and confidence as instrumental progress is made. We sincerely hope no pupil will reach this level and we welcome your support in ensuring this stage is not reached.

THE FACULTY OF PERFORMING ARTS

To continue to access lessons my child must take part in an ensemble – what ensemble/s could my child be expected to be part of?

Ensemble	Instruments Involved	Weekly Rehearsal
Wind Band	Woodwind, Brass, Percussion	Monday: 1pm - 1:40pm
Clarsach Group	Clarsach	Wednesday: 1pm - 1:40pm
Junior and Senior String Orchestra	Violin, Viola, Cello, Double Bass	Tuesday: 3:40pm - 4:40pm
Junior Choir	Vocalists	Tuesday: 1pm - 1:40pm
Senior Choir	Vocalists	Wednesday: 3:40pm - 4:40pm
Trad Group	All Scottish traditional instruments	Tuesday: 1pm - 1:40pm
Guitar Orchestra	All Guitarists	Thursday: 3:40pm - 4:40pm
Rock Band	Vocals, Guitar, Keyboard, Bass Guitar, Drum Kit	Friday: 1:55pm - 2:55pm
Chanter Group/Pipe Band	All in Pipe Band lesson scheme	Thursday: 3:40pm - 5pm

Please note that this schedule can vary from year to year depending on our instructor schedules. Any changes will be shared in August at the start of the academic year.

Who can I contact if I have any questions regarding the Instrumental Music Service at JGHS?

The Curriculum Leader of Performing Arts is Ms. Hannah Stygal. Ms. Stygal has overall responsibility for the management of Music, Media and Drama, overall extra-curricular responsibility and manages the Instrumental System within the school. Ms. Stygal can also be contacted with queries regarding the system (hannah.stygal@jamesgillespies.edin.sch.uk).



*Tha Dun-Èideann boidheach
Air iomadh seòl na dhà,
Gun bhaile anns an rioghachd
Nach dèanadh strìochdadh dha*

**Òran Dhùn Èideann
le Donnchadh Bàn Mac an t-Saoir**

*Edinburgh is beautiful
in many diverse ways;
there is no city in this realm
but would yield it precedence*

**Song to Edinburgh
by Duncan Ban MacIntyre**





FAITHFUL AND BRAVE DÌLEAS AGUS DÀN

