



11 August 2021

Dear Parent/Carer

I hope you have enjoyed the summer break together. I would like to take this opportunity, ahead of the start of term, to introduce myself to you as the new Headteacher of Drummond Community High School. I feel very privileged to be taking up post on Monday 16 August.

I have been working closely with Ms Hannan since my appointment in May to ensure a smooth handover and have met with members of the Senior Leadership Team this week to prepare for our inset days with staff and of course for welcoming pupils back to school on Wednesday 18 August. We have a series of online assemblies and classroom visits planned for the first day of term in order that I can introduce myself to all pupils.

Last year was a challenging time for everyone and while I anticipate that much of the school community will be relieved that we are returning to the school building, we acknowledge that some may be feeling anxious. If you or your child have any concerns, please contact us via the school office and a member of the Integrated Pupil Support team will return your call as soon as possible. We would like to reassure you that we are operating under the latest Local Authority guidance in relation to the re-opening of schools.

For S1 pupils in particular, this start to the new term is especially important as they begin high school and I suspect that we share many of the same feelings as I also start out on my DCHS journey; enthusiasm and anticipation for future possibilities, nervousness about not knowing the systems and procedures in a new building, perhaps a tinge of sadness at moving on from past relationships at our former school and a great sense of excitement at building new relationships at Drummond. I hope that you, like me, have already felt very welcomed by our community and that together we look forward to the challenges and opportunities that lie ahead.

I am also writing with information on the new session and to request your support for school policy in some areas. This will be important in ensuring a smooth start to the school year for your child/children.

- **School Session Dates 2021-22:** Details of the academic year can be found here to allow you to plan any family holidays in full knowledge of term-time dates: [Term dates – The City of Edinburgh Council](#)
- **Video and Photography:** All new and S1 pupils will be required to complete a consent form to participate in events and activities that may be photographed and/or videoed. We will send this form directly to those concerned. Please return the form to the school office by Friday 20 August. Pupils over the age of 12 may withdraw consent at any time by contacting the school office.
- **Additional Support Structures:** As a school we want to respond to the various needs of our pupils and provide them with the necessary support. Appropriate information that we have gleaned from experience of working with young people, from parents, from our associated primary schools, and any other agency involved, which will help teachers cater better for individuals, is contained in our confidential database which staff can access in school. This sharing of information is essential to the effectiveness of our provision. If you, as a parent, would rather that any relevant details on your child are not shared in this way, then I would ask you to complete the relevant tear-off slip at the end of this letter. House Heads, in the first instance, can then enter into discussion with you as to what alternative procedures would be of benefit.

School website & app

Our website is kept up to date. www.drummond.edin.sch.uk.

The easiest way to keep up to date is to use our school app by scanning the QR code below.



Twitter



Drummond tweets @Drummond_CHS

Headteacher tweets @DrummondHT

Parent Council tweets @DCHSparents

All faculties in Drummond have a twitter account and it is a great way to stay up to date with what is going on in school. You can access these by searching on the @Drummond_CHS account.

School Calendar 2021-22.

This will be published on the school's website in late August and gives information on proposed events as well as when you can expect reports and Parents' Evenings for your child this session. We will also publish a summary of reporting and Parents' Evenings' dates. It is hoped that the distribution of these across the year will allow the school and parents to work more closely in helping pupils to maximise their opportunities and rise to the challenges presented.

School Improvement Plan 2021-22

Our school improvement priorities are aligned with the Scottish Government's National Improvement Framework (NIF) priorities as shown below. The School Improvement Plan (SIP) for 2021-22 will be published on the website in Autumn 2021 and will focus on the following:

- Improvement in attainment, particularly in literacy and numeracy
- Closing the attainment gap between the most and least disadvantaged children and young people
- Improvement in children and young people's health and wellbeing
- Improvement in employability skills and sustained, positive school-leaver destinations for all young people

An evaluation of 2020-21's School Improvement Plan will be published on the website in Autumn 2021.

School Uniform

Please note the school's dress code expectations. Information is also on the school app:

- All year groups – white shirt and junior or senior school tie, black trousers/skirt, black shoes/all black trainers. (NO other colour of trainers). Replacement ties can be purchased, at a cost of £5.50 through Parent Pay and collected from the school office. Hoodies and leggings on their own are not part of our uniform.
- All pupils should bring a school bag to school
- We will provide blazers to all S6 pupils at no cost to families.
- Any jumpers worn should be black and the tie should always be visible.

Other colours should not be worn to school and this applies equally to grey, which is not a school colour. Jeans are not acceptable as trousers. Leggings should only be worn with skirts, NOT on their own. Any jewellery worn to school should be sensible and of a size that doesn't compromise health & safety. We have on occasion had to send pupils back home to change into appropriate school dress.

There are several organisations in Edinburgh that can assist families with the cost of purchasing uniform. Please contact your child's guidance teacher for more information.

Our PE changing rooms are now open, in accordance with the most recent Scottish Government advice. On mornings that pupils have PE first thing they should still wear their school uniform to school and bring their PE kit with them. The PE department has asked that appropriate clothing is black or white in colour and pupils do not wear football tops.

Uniform request

Over the past year staff at Drummond have spent considerable time discussing the fact that 1 in 5 children in Edinburgh live in poverty. The Scottish Government's PEF (Pupil Equity Funding) then allowed us to start 'poverty proofing' our school and making sure that all our young people have access to the curriculum and opportunities regardless of their circumstances. This includes providing a free daily breakfast club for all pupils, providing stationery to borrow in all classes and paying for pupils to go on excursions.

This is however a limited amount of money to provide everything that is needed and I ask for your support in donating items of uniform that your child has grown out of, and in very good condition, that we can reuse for other pupils instead of recycling it elsewhere. Please drop off laundered clothes such as white shirts, black jumpers, black skirts and trousers at the school office when school resumes in August. Every item helps.

Mobile phones

We know that pupils will bring phones to school and have adopted a common sense policy for their use in school. Pupils should not use their phones in class at all unless specifically directed to by a teacher for learning purposes. If the phone is still being used after a warning from the teacher, the phone may be confiscated and handed to a member of the Senior Leadership Team for safekeeping until the end of the school day. Ear phones should not be visible in class and when speaking to teachers. All phones and valuable items are brought into school at pupils' own risk. Thank you for your support with this.

School Meals

Free school meals can be applied for here, should you be entitled to do so: <https://www.edinburgh.gov.uk/schoolgrants>. A school meal provides a healthy, balanced lunch and can contribute towards aiding concentration and supporting general wellbeing. It is important that the City of Edinburgh Council has an accurate picture of the number of pupils with a free meal entitlement as this affects the funding that the school receives to support learning & teaching - please contact the school if we can support you with completing this form.

School trips and visits

To facilitate the organisation of these in session 2021-22, a KIC form (blue) must be completed and returned to school by Friday 20 August. This should cover all Category 1 and 2 trips (local excursions/day trips) and avoid parents having to complete a separate form on every occasion their child goes on a trip. It will be parents' responsibility, however, to keep the school updated across the year with any changes to essential personal information. Separate forms will still be required for trips to foreign countries and those involving residential accommodation. Your co-operation in completing and returning these forms to school in August will be much appreciated and it is hoped that you too, as parents, will feel the benefit.

The school week

Please note start and finish times for all S1-S6 pupils. We encourage all pupils to stay within school grounds at interval to ensure punctuality for period 3 classes. S1 pupils are not allowed to leave the school grounds at lunchtime.

Monday-Thursday	Tutor time	1	2	Break	3		4	5	5	6	7	Finish
	08:32	08:40	09:30	10:20	10:35		11:25	12:15	13:05	13:45	14:35	15:25
Friday	Tutor time	1	2	Break	3		4	Finish				
	08:32	08:50	09:40	10:30	10:45		11:35	12:25				

Pupils in S1-3 should enter the school building via the main front door.

Pupils in S4-6 should enter the school building via the white side doors by the car park.

Attendance and Punctuality

It is very difficult for young people to achieve their potential in school if their attendance is erratic or low. We will continue to focus on this and attendance summaries will be issued regularly which will give you the opportunity to be aware of any issues. **Individual pupils should be aiming for no less than 95% attendance for the best chance of success in school.** Please encourage your child to come to school every day on time and we would be grateful if you could let us know quickly of the reasons for any absence. We will continue to use an electronic system to inform you automatically by telephone (voice mail or text message) if your child is late or absent, where the reason is not provided in advance.

Headteacher Bulletin

A headteacher bulletin will be emailed to all parents and carers monthly to keep everyone informed of key dates, staffing news etc. Please ensure that the school has a current email address and mobile phone number so that we can keep you up to date with what's going on in school. There is a slip to complete and return to the school at the end of this letter.

Parent Council

The Parent Council had another busy year last year. Its main aim continues to be to better represent the views of all parents and the increasing number of parents attending meetings is a strong indication of some success in this area. To influence the direction in which the school moves in the future, they need to consult effectively. They want to improve communication and our new website has a Parent Council section on it with minutes of meetings/advice for parents etc. As well as traditional forms of communication, they want to contact parents directly by e-mail, both to share news and get views on key issues. To this end, if you are a new parent, or an existing parent who has changed your e-mail address since last providing one, please complete the enclosed form as appropriate and return it to school through your child's group tutor. I look forward to working together with the Parent Council and its chair, Deirdre Henderson, in 2021-22. Parent Council publicises its work via twitter @DCHSparents, as well as a section on the website, and they are also at every Parents Evening.

Parents in school

In line with the most recent Local Authority guidance, parents are not currently allowed in school and any appointments to speak to school staff will be over the phone or via Teams meeting until further notice. Parents' first point of contact for any concerns or to pass on information is their child's Guidance teacher:

Belleview – Maria Rawluk Maria.Rawluk@Drummond.edin.sch.uk

Annandale – Michael Paley Michael.Paley@Drummond.edin.sch.uk

Claremont – Leah Rankin Leah.Rankin@drummond.edin.sch.uk

Staff

A current staff list is on the school website <https://drummondhigh.org/>.

Senior Pupil Leadership Team

I am delighted to announce that after a rigorous interview process with Pupil Voice representatives and Ms Sharp, Madiha Chaudury, Nemo Ganguli and Grace Igbinoke are our new Heads of School. We look forward to working with them.

Examination results and re-coursing

Pupils should have received their SQA results on Tuesday 10 August and Mrs Sloan has already issued information about SQA Appeals. Please note that any subject choice changes will be handled during re-coursing interviews from 1.45-3.30pm on Tuesday 17 August. Seniors who wish to consider a change of course should contact the school office to make an appointment with Mrs Sloan (DHT).

Arrangements for Wednesday 18 August – pupil return

Pupils in S1 should report to the school concourse at from 8.20am. They will be met by their tutor teacher and S2 buddies at 8.30am and taken to class.

Pupils in S2-S6 should report to their registration class at 9.20am and will be following their new timetable from the start of period 2.

I look forward to welcoming our pupils back to a new term on Wednesday 18 August.

Yours sincerely

Mrs Rachel Robertson
Headteacher

Additional Support

I **do not** wish any details/information to be shared about my child for the purposes of Learning & Teaching

Child Name _____ Signed _____ Date _____

Headteachers Bulletin Return Slip

Parents' Name _____

Childs' Name and Year group

Parents' Email Address

Parents' Mobile Number
