



## Head Teacher's Letter



Dear Parent/Guardian,  
 Welcome to session 2009/2010 at the "new" Clydebank High School ! After years of planning, discussing, consulting and visiting, we are finally in our new purpose-built building – and what a fantastic building it is ! As I have often said to you before, the building is bright, spacious and airy, and of course it is very well equipped. The staff are all very excited at the prospect of working in such a positive environment, and I am sure that the pupils will also respond positively to the new building.

As I do every August, I encouraged our pupils at their first assemblies to make the most of the many fantastic opportunities that will come their way in the course of this new session, particularly in relation to clubs, activities and the

leadership events that we will be organising. Not only do these events help our young people develop into well-rounded, mature adults and responsible citizens, they also allow them to give a lot of relevant detail when they are completing application forms for jobs and college/university places.

The expectations that we have always had of pupils at Clydebank High School are still very much in place. The key expectations are that:

- all pupils come to school every day wearing full school uniform\*
- all pupils follow our behaviour code\*\*
- all pupils attend well
- all pupils arrive on time
- all pupils work to the best of their ability in school and at home

- all pupils come to school with the proper equipment and carrying a school bag

Your support as parents/guardians in helping your child to meet these expectations is vital. Please work closely with us to make sure that your children achieve all that they are capable of achieving.

As we start off another new session at school, I would like to extend a particularly warm welcome to those of you who are joining the Clydebank High School community for the first time. I am sure that our relationship over the next 6 years will be a positive one.

With best wishes for the school session ahead,

*Stewart Young*

## School Dress Code

\* Full school uniform is :  
 White shirt/blouse/polo shirt, school tie, plain black top, black trousers/skirt, black footwear  
 Please note that school is a place of work therefore it would be totally inappropriate for girls to

wear fashion items such as the following :

***dangling ear rings, necklaces, large bracelets, fashion belts with large buckles, large amounts of make-up.***

These items will be confiscated.

\*\* Our behaviour code is detailed in posters around the school and in every classroom. Staff will make sure that every pupil is aware of these.

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### Special points of interest:

- *School Dress Code*
- *Parents' Newsletter Changes*
- *Curriculum Change*
- *Nuffield*
- *Parent Council*
- *School Improvement Plan*

## New Members of Staff

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I would like to take this opportunity to welcome our new members of staff :

Probationer Teachers:

Mr Thomson (Chemistry)

Ms Irvine (History)

Ms Fleming (Modern Languages)

Ms Cupples and Ms Williams (Maths)

Mr McLean (Physics)

Ms Fat (English)

Teachers: Mrs Fletcher (Art)

Mrs Oppo (Maths)

Mr Kelly (Computing)

I hope that they all enjoy their time as part of the CHS team.

## Parents' Newsletters

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The Parents' Newsletters have been a particular priority of mine over the last 10 years, mainly because I am keen that you should know what is happening in your child's school. Communication of every kind between school and home is important. I have always tried to give you hard, factual information as well as stories of more general interest, as many as possible written by pupils about pupils.

At the same time, I have been very aware that we run off 1400 copies of the Newsletter every month and probably less than 50% of these ever reach home. Every month a number of our pupils just scrunch them up and throw them away in the playground and in the streets. There is just no doubt that we have to change the way that we work. As a result, I suggest that we operate as follows:

- This current Newsletter will be the last paper version that is automatically handed out to every child.

- Parents who are happy to be contacted by email have already given us their email address. I will send you the monthly Newsletter by email.

- We will automatically put each Newsletter on the school's website - [clydebankhigh.org.uk](http://clydebankhigh.org.uk)

- If parents want to continue having a paper copy, they should request this via Mrs Cramb in the school office. We will produce enough paper copies for you.

In this way, those people who really want to read the Newsletter will see it as they have always done. People who are not interested will receive nothing. At least this way we might be helping to save the planet! Newsletter 2 is the first that will be published as described above.

The Newsletters will continue to be published exactly as before i.e. there

will be 9 editions in the course of the session. As always, I will be very keen to hear as many positive stories about pupils as possible. If your son/daughter

is involved in any activities (e.g. music or sport) or competitions and you would like me to include this in the Newsletter, please just let me know.

Unfortunately, I cannot

keep up with all the events myself but this does not mean that I am not interested. I would be delighted to print details of any events or competitions that are brought to my attention.

If you have any particular views on this proposal for handling the Newsletter, please feel free to contact me.

***"Communication of every kind  
between school and home is  
important"***

## Curriculum Change

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Many of you will be aware of the national changes that are to be introduced to the secondary school curriculum, with effect from S1 in August 2010. These changes all come under the general heading of [A Curriculum For Excellence](#). It is certainly my intention to keep you up to date with the progress of these changes as I did last year. In the near future I am planning to hold an open evening for interested parents, although this will probably interest the parents of current P7 pupils most.

Over and above that, we have already introduced a number of exciting new courses into the senior school, including

Sports Leadership and Community Involvement. I will report to you in a future Newsletter on the success, or otherwise, of these courses. Add to this our introduction of Duke of Edinburgh Awards and we really have a dynamic and forward-looking curriculum on our hands! This is absolutely crucial in the quickly changing world of the 21<sup>st</sup> century.

(Please note: The first year group to be affected by [A Curriculum For Excellence](#) is the current P7).

## Lockers

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Our new school building has come fully equipped with a large number of lockers for pupils. There are several hundred of these, more than in our last building, so we should be in a position to offer a locker to everyone who wants one. In addition, we have purchased high-spec padlocks to ensure total security.

To hire a locker will cost £10, £5 of which will be refunded in June 2010 if the locker has been well looked after.

Letters giving details of how to hire lockers have already been issued to all pupils.

# Home-School Contact

This partnership between the home and school is vital in ensuring that we give our young people the best possible start in life.

There is nothing more confusing to a child or young person than mixed messages so parents/guardians and teaching staff must work closely together to deliver the same messages i.e. the importance of attendance, timekeeping, uniform, excellent behaviour and 100% effort.

Nothing less than the very highest standards will do. Without them our young people will not be competitive in the real world when they come to look for a job or university/college place.

A crucial part of this partnership is clear lines of communication. There may well be times when you want to contact us for advice or for information or simply to discuss your child. In these situations you need to know who to call.

Generally speaking, your first point of contact should be your child's Pastoral Care teacher who has responsibility for his/her welfare e.g. you might want to report illness, explain absences or share a problem. If you are unsure who your child's Pastoral Care teacher is, please note the correct name from this list:

1A1	Ms W Morrison
1A2	Mrs S McLean
1A3	Mr G Rae
1B1	Mr S Inglis
1B2	Ms K Thumath
1C1	Ms J Nicholson
1C2	Mrs F Graham
1C3	Mr D Paton
1D1	Mrs C MacLeod
1D2	Ms T George
2A1	Mrs S McLean
2A2	Mr G Rae
2B1	Mr S Inglis
2B2	Mr S Inglis
2B3	Ms K Thumath
2C1	Mrs F Graham
2C2	Mrs L Mitchell
2D1	Ms K McCairns
2D2	Mrs C MacLeod

2D3	Mrs C MacLeod
3A1	Mrs S McLean
3A2	Mr G Rae
3A3	Mrs S McLean
3B1	Mr S Inglis
3B2	Ms K Thumath
3C1	Mrs F Graham
3C2	Mr D Paton
3C3	Mr D Paton
3D1	Mrs C MacLeod
3D2	Ms K McCairns
4A1	Mrs S McLean
4A2	Mr G Rae
4A3	Ms W Morrison
4B1	Mr S Inglis
4B2	Mr E Anderson
4B3	Ms K Thumath
4C1	Mrs F Graham
4C2	Mr D Paton

4C3	Mrs L Mitchell
4D1	Mrs C MacLeod
4D2	Mrs J Macrae
4D3	Ms K McCairns
5A1	Mr G Rae
5A2	Mr A Clark
5B1	Mrs G Beedie
5B2	Ms K Thumath
5C1	Mrs F Graham
5C2	Mr D Paton
5C3	Mrs F Graham
5D1	Mrs C MacLeod
5D2	Ms K McCairns
5D3	Ms K McCairns
6A	Mrs S McLean
6B	Mr S Inglis
6C	Ms J McGoldrick
6D	Dr G Simpson

*Please remember that any of these teachers could be busy when you call. If that is the case, we guarantee that they will contact you back as soon as possible*

# Customer Service Standards



CUSTOMER SERVICE EXCELLENCE

*As a Chartermark school, we ensure that we will provide you with these standards of service*

## AT YOUR SERVICE

One of the core values in our Corporate Plan is 'Putting Customers First'. This means you, the customer, are our top priority and we are committed to continuously improving the services we offer you, now and in the future. We will seek your views, listen to what you say, respond appropriately and let you know how your views have made a difference.

This leaflet explains what standards of service you can expect from West Dunbartonshire Council. If our service falls short of our standards, we will explain what we will do to put it right and how quickly.

## WHEN YOU PHONE US

- We will answer your call promptly (usually within six rings). If the person you are calling is not available, we will ensure that your call is automatically transferred to someone who can take a message or you can leave a message on voicemail.
- We will give you our name and section name.
- We will give you time to clarify your enquiry
- We will deal with your enquiry right away OR let you know how and when we will deal with your enquiry.
- It would be helpful if you have pen and paper handy and make a note of who you spoke to and when.

## WHEN YOU WRITE TO, FAX OR EMAIL US

- We will respond to your correspondence within 10 working days from receipt.
- If more time is required to send a full reply, we will send you an acknowledgement within 5 working days of receipt of your letter. You will get a full reply within 20 working days.
- Some issues may take longer than 20 days to resolve, in which case we will keep you up to date on progress.
- If you e-mail us and we are out of the office, we will give you an alternative e-mail and phone contact.
- We will write to you in plain English answering all your points.
- We will include a name and contact number in all correspondence.

## WHEN YOU MEET WITH US

- We will be welcoming and courteous.
- We will wear name badges.
- When we have arranged an appointment with you we will be on time for it. If we are unavoidably delayed, we will let you know as soon as possible and agree an alternative time.
- We will be sensitive to your individual needs.
- We will take all reasonable steps to ensure your privacy and confidentiality.
- We will divert our phones.
- We will take time to listen to you.
- Before you leave, we will check you have a clear understanding of what will happen next and when.

## ACCESSIBILITY

- If you request it, we will write to you in large print, or communicate with you using computer disc or tape.
- If you request it, we will translate documents or summaries of documents into Braille and a number of community languages.
- If you require it we will provide sign language interpreters or community language interpreters.
- All our contact with you will comply with "Communicating Effectively", the Council's policy on communicating with people from ethnic minorities and with disabled people. This is available from the Policy Unit, tel. 01389 737231 and on the Council's website [www.wdcweb.info](http://www.wdcweb.info)

## TRAINING OUR EMPLOYEES

We will provide training to our employees to ensure that they are familiar with our customer service standards.

## PUTTING THINGS RIGHT

We hope you are happy with the services you have received, but if not please let us know.

- We will try to put things right as quickly as possible.
- We will investigate the issue and let you know the outcome.

## Making A Complaint

In the unlikely event that you are unhappy with the level of service that we provide you might wish to make a complaint. If so, here is the process:

**Step 1** Phone us or visit our school office. A member of staff will try to sort things out for you on the spot.

**Step 2** If you are still not satisfied, you may complete a complaint form (available from office). If you are phoning the office, the member of staff you are speaking to will send the form to you to complete and return. You can write a letter to us if you prefer.

### We will make sure that:

- we treat your complaint fairly and thoroughly investigate it.
- we tell you the name of the member of staff handling your complaint.
- we send you a written acknowledgement within 5 working days. If possible, we will give you a full reply at this stage.
- we respond to your complaint within 20 working days. If your complaint is very complex or if we need to contact other organisations it may take longer, but we will let you know.

**Step 3** If you are still unhappy once you have a final reply from the school you can contact:

Department of Educational Services  
Council Offices  
Garshake Road  
DUMBARTON G82 3PU

The office staff will put you in touch with the correct person.

*"We hope you are happy with the services you have received, but if not please let us know"*

## S6 Pupil Executive

This year the new S6 and I have decided to change our system of prefects and captains and try something different. My main motivation for this was that I felt that the previous system was not as effective as it could be. So much depended on just 2 people, the Head Girl and the Head Boy. Perhaps it would work better if the Senior Management Team and I worked with a larger group of pupils. This thought was reinforced by the fact that our new S6 year group is a particularly able and interested group of young people and I am keen that the school should benefit from their input as much as possible. Who knows how well this might work but I think that it is worth a try.

So how will this new system work ? Well, this new coordinating group has decided to call itself the Pupil

Executive. The members are :

**Sarah Bowers, Leona Cook, Amber Hendrie, Jordan McNally, Ruth Beattie, Carolyn Knox, Lauren Clark, Emma Hutcheson, Zoe Hislop, Stephanie Irvine, Natalie Courtney, Rachael Moir, Lyndsay McNicol, Lyle Harris, Ryan Kee, Paul McRae and Hayley Cluness.**

I will meet this group on a fortnightly basis to discuss with them issues that have been raised by pupils and staff and also to talk about progress being made by the pupil committees. Each year the S6 pupils opt into a number of committees such as fundraising, social, prom, yearbook. This year these same committees will run but a number of the members of each committee will also belong to the Executive. It will be their

job to chair and coordinate the work of the individual committees and then report back to the Pupil Executive on a regular basis. This will give the Executive an overview and allow them to make any necessary strategic decisions.

My hope is that this way of working will give the pupils more responsibility and make them more accountable for each committee's progress (or lack of it!). This ties in very closely with our leadership agenda, through which we are hoping to increase our young people's leadership skills and experience.

At the end of the year we will evaluate the system and consider any further changes needed for the future. Obviously, I will keep you posted.

## UCAS

As each year passes our pupils aim higher and higher. The result of this is an increasing number going on to Higher Education and an increasing number being accepted for demanding courses such as medicine.

*Here are details of some of our pupils who were successful in securing university places:*

**Nicole Runciman - Medicine at Glasgow University**

***"our pupils aim higher and higher"***

**Lorna Masson - BA Film, Television and Theatre at Glasgow University**

**Rebecca Campbell - BA Applied Music at Strathclyde University**

When we are given an update on this summer's leavers, I will pass on to you more details of the courses that they are studying.

I think that you will be impressed!

## Nuffield Award

**Scott Gourlay** and **Eilidh MacVean** both 6A, were in Edinburgh on Friday 28<sup>th</sup> of August where they received a Nuffield Bursary Certificate.

This award was in recognition of their work as part of a research team with Strathclyde University Immunology Laboratory where they were examining the anti-inflammatory properties of the Lovage herb.

This project was undertaken during their school summer holidays.

Very well done to both of them.



# SQA Results

This time last year I reported to you on a very positive set of SQA exam results. Well, this year I can go even further and say, with pride, that our SQA examination results are amongst the best

that we have ever achieved. Just have a look at the table below to see what I mean – improved results on every count! I have already made my delight about this achievement known to the

senior pupils who certainly deserved the congratulations that I offered them. All of this before we know the results of the appeals that we have submitted!

% S4 Roll	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009
English 1 - 6	90	93	92	91	92	96	94	94	99	97	96	92	88	97	96
Maths 1 - 6	85	93	89	91	90	92	92	90	90	92	92	91	90	92	98
5 Standard Grades 1 - 6	84	90	83	83	83	90	90	89	88	92	95	93	81	90	93
5 Standard Grades 1 - 4	60	63	64	62	58	69	74	75	73	81	84	80	57	69	72
5 Standard Grades 1 - 2	19	20	25	23	12	20	25	30	26	31	30	31	17	26	30
3 Higher Grades A - C	11	13	11	14	14	6	13	13	14	16	17	17	9	11	16
5 Higher Grades A - C	3	3	2	2	3	2	3	6	6	7	6	7	3	3	6

What do these details tell us?

- All of our pupils are continuing to achieve well in the key skills of literacy and numeracy, the absolutely essential skills for any job. (Remember that we will never achieve a 100% success rate in English and Maths because a number of our less engaged pupils sit alternative courses at Choices or in college).
- 36 of our S4 pupils achieved 8 Credits (or equivalent) at Standard Grade. These are our potential 5 Higher candidates in 2009/2010 and university students beyond that.
- 6 of our S5 pupils achieved 5 Higher Grade passes, one of these achieving band A in every subject.

In every subject there are fantastic success stories to tell. I am so pleased for our teachers who work so hard to support your children and help them to achieve the results that they do.

As I have said before in previous Newsletters, no one can ever accuse Clydebank High School of complacency! Departments have already started to examine their SQA performance and highlight areas for further development. This will ensure that we continue to improve the quality of education on offer.

My colleagues in Pastoral Care and on the SMT and I have already made clear to all of our pupils that we expect nothing less than total commitment from them to their work. In S5/6 all pupils will sign a commitment form with each department to underline the personal commitment that they are going to make, along with an understanding that we cannot present pupils for national examinations if they do not manage to achieve the necessary standards. Parents of S5/6 pupils in particular will be interested to see what this written commitment looks like so I have had a small copy printed alongside for you. (English)

As always, I appeal to parents to support the school in our aim of improving standards. This will happen only if pupils work hard and attend well from the very beginning. It is too late for a pupil to decide at Christmas that he/she should perhaps do some work! Such a sloppy approach to work will not find any sympathy in the school!

## Clydebank High School English Department S5/6 English Contract

We understand that Intermediate 2 English is more challenging than Standard Grade English and pupils who undertake it will be expected to:

- 1) work hard in class at all times
- 2) complete all homework assignments/assessment preparation by deadlines set by class teacher/English Department
- 3) read a novel, write notes and prepare to be assessed on the novel in a one hour essay – the Personal Study Unit 3
- 4) write an argumentative/discursive essay of a report, a reflective and imaginative essay fulfilling the criteria required for Higher English
- 5) practise close reading/textual analysis skills and revise all notes provided by the teacher in order to pass Unit 1 (Close Reading) and Unit 2 (Textual Analysis)

We understand that should the pupil fail **any** Unit **twice** the said pupil will be entered for the Intermediate 2 examination in May 2008 and if she/he passes this examination will be given the opportunity to sit Higher English in S6.

I have discussed the terms of this contract with my child and we agree to abide by the terms of the contract.

Signed  
(parent) \_\_\_\_\_

Signed  
(pupil) \_\_\_\_\_

Date, \_\_\_\_\_

# School Values

Everyone needs values to guide them through life. Without values we have no anchor, nothing on which to base our decisions and priorities. Of course, parents have a massive role to play here.

However, the teaching of values also has a role in school. A few years ago our S1 pupils undertook a comprehensive survey of people in school and even in public life to find out what they considered to be the most important values. From their responses the pupils drew up a list of 5 key values for Clydebank High School.

**Clydebank High**

Welcome to our School

Treat others as you would want them to treat you

**Our Values**

**In our school community we have the following values**

- Respect** – You must give respect to receive it
- Tolerance** – There is only one Race – the Human Race
- Honesty** – Always be truthful
- Peace** – Violence is never the answer
- Commitment** – Work hard to finish what you start

**Some Comments about our values**

Full commitment to any project you set out on is essential if you are to achieve your main objectives—Walter Smith

Be all you can be.

The youth of Scotland bears a responsibility—you are the future of our nation. Always be proud of Scotland—and strive to make Scotland proud of you  
Alex Salmond

Love towards others is the great commandment of Jesus  
Church of Scotland Moderator

CLYDEBANK HIGH SCHOOL

These values appear on posters around the school; they were the focus of 5 major chaplain-led assemblies last year; this year we are going to evaluate the work that we do, on the basis of these 5 values. These values are not just for show; we are keen that they should be at the very heart of everyone and everything at Clydebank High School.

How successful are we in ensuring that our pupils embody these 5 values? Why not speak to some of the pupils (perhaps your son's/daughter's friends?) and see? It seems to me that, as adults, we often focus on the negative side of the behaviour of a small number of pupils. Let's look at the positive side of the majority! I am confident that our pupils will stand comparison with any others, anywhere!



## CLYDEBANK HIGH SCHOOL

Janetta Street  
Clydebank  
G81 3EJ

Phone: 0141 533 3000

Fax: 0141 533 3039

E-mail: [schooloffice@clydebank.w-dunbarton.sch.uk](mailto:schooloffice@clydebank.w-dunbarton.sch.uk)

**'Respect' 'Tolerance' 'Honesty'  
'Peace' 'Commitment'**

**We're on the web!**

[clydebankhigh.org.uk](http://clydebankhigh.org.uk)

## Parent Council

The AGM of the Parent Council will be held in the school conference room on 160 September at 7.00 pm. All parents are invited to attend. This will be an excellent opportunity to find out about the work of the Parent Council. At this meeting we will also appoint office bearers and hopefully add to our number following the "retirement" of some of our members.

If you would like to become a member of the Council please come along to this meeting or, if you are unable to attend, please contact the school office before this date.

## School Improvement Plan

As every year, we have produced a School Improvement Plan which outlines our priorities for session 2009/2010. You will receive a summary copy of our Plan via your child's school bag on Friday 11 September.

If you would like to be involved in any of the working groups mentioned in the Plan, I would be delighted to hear from you. Your commitment in terms of time would not need to be too much. You could certainly help us out a great deal by taking part.

I look forward to hearing from you!

## Dates for your Diary

<b>Friday 18 September</b>	<b>Fresher's Fair</b>
<b>Wednesday 23 September</b>	<b>S1 and S6 Photographs</b>
<b>Thursday 24 September</b>	<b>European Day of Languages S1</b>
<b>Friday 25 September</b>	<b>Holiday</b>
<b>Monday 28 September</b>	<b>Holiday</b>
<b>Monday 5 October</b>	<b>S4 Parents' Meeting</b>
<b>Thursday 8 October</b>	<b>S1 Fashion Show</b>
<b>Friday 9 October</b>	<b>In-service Day - Staff only</b>
<b>Monday 12 October</b>	<b>October Week Holiday</b>
<b>Monday 19 October</b>	<b>In-service Day - Staff only</b>
<b>Tuesday 20 October</b>	<b>School opens for pupils</b>
<b>Thursday 22 October</b>	<b>P7 Parents' Evening P7 Visits</b>
<b>Friday 23 October</b>	<b>P7 Visits</b>
<b>Friday 30 October</b>	<b>S5/6 Tracking Reports issued Tree of Knowledge S4</b>