

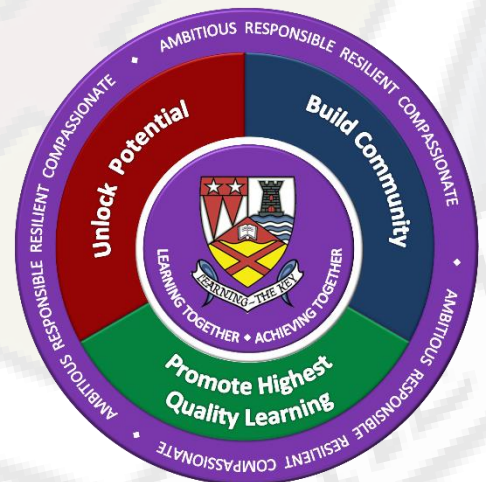
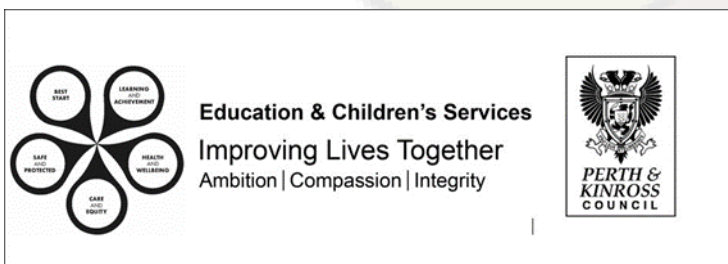


KINROSS HIGH SCHOOL

LEARNING TOGETHER ♦ ACHIEVING TOGETHER

SCHOOL HANDBOOK

Academic Session 2024-25



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Introduction

Welcome to Kinross High School, a place for ***Learning Together; Achieving Together.***

We are a learning community who strive to unlock potential in all. We aim to deliver the highest quality learning and build a strong community young people can be proud to be part of. Our core values are part of school life. Young people are encouraged to be Ambitious; Resilient; Responsible and Compassionate.

Our school has an excellent reputation. We expect high standards of behaviour and effort in and out of school. Caring for and respecting others is important to our young people. We encourage them to build relationships across the school and be mindful of how they represent us in the local community and beyond.

Staff also represent our school values. They challenge and support pupils to achieve their goals. Pupils take responsibility for their learning. Our staff take part in professional learning throughout the year. Each February, we have an annual professional learning conference. We also offer development role opportunities to provide a variety of experience.

Kinross High School is part of Loch Leven Community Campus. This well-equipped purpose-built facility is at the heart of our learning environment. It provides a hub for enriching the life of the whole community by supporting inclusion, culture and wellbeing.

Our curriculum is flexible and enables all young people to achieve success. Young people are supported through our House and year teams structure. They have access to high quality personal support throughout their learner journey.

An extensive programme of extra-curricular activities is on offer at Kinross High School. Trips and attending school events enhance learning and build relationships outside the classroom. Our universal trip offer for all young people includes

- S1 - a team building experience
- S2 - an away day
- S3 - a residential experience

There is also a wide range of optional excursions. We work in partnership with our Parent Council. They support us by encouraging parents and carers to become involved in the life of the school.

This handbook has been designed to give you an insight into the life and work of Kinross High School and to provide you with information that will help you become familiar with our school. All information is accurate at the date of publication (24 November 2023).

handbooks covering the following categories of information:

- 1 School Information
- 2 Local Authority information

Whilst the information contained in this school handbook was accurate at the time of publication (December 2023), further changes may have occurred since then.

Delineated Area

Enrolment at Kinross High School is dependant on the young person's postcode. You can use the postcode checker if you are unsure if you live in the catchment area: www.pkc.gov.uk/article/17291/Find-my-school-catchment-area

Pupils living in the catchment area for the following Primary Schools are entitled to a place at Kinross High School.

Arngask Primary School

Kinross Primary School

Cleish Primary School

Portmoak Primary School

Fossoway Primary School

Milnathort Primary School

If you live outside our catchment area, even if the pupil attends one of the above primary schools, you will need to make a Placing Request. This request will then be considered by Perth & Kinross Council. You can read the relevant policy information and apply online for a Placing Request at www.pkc.gov.uk/article/17301/Placing-request.

If you live within our catchment area but your child attends a primary school outside of our catchment **or** you have recently moved into the catchment area, please complete the pupil registration form on the following link: <https://www.pkc.gov.uk/article/21194/School-enrolment>

All other enquiries regarding attending our school should be submitted by email to KinrossHigh@pkc.gov.uk for the attention of Stuart MacBeath, DHT.

For more general information about PKC schools, visit <https://www.pkc.gov.uk/schools>.

Contact Details

Communicating with KHS

Headteacher/Campus Leader: Mrs S Brown
School roll: 895
Parent Council contact: KinrossHSParentCouncil@gmail.com

Address: Kinross High School
Loch Leven Community Campus
The Muirs
Kinross
KY13 8FQ

Website: www.kinrosshighschool.org.uk
Email: KinrossHigh@pkc.gov.uk
Telephone: 01577 867100
Twitter: @KinrossHS

When contacting the school, you will reach a member of our Business Support Team. Where necessary, your details will be passed on to the relevant house team, faculty or member of staff. In some instances, further investigation is required but we endeavour to respond to queries within 3-5 working days as per PKC guidelines. Please note, teaching staff will not be able to take calls during teaching periods.

You can view our Communication Strategy at www.kinrosshighschool.org.uk/about-us/handbook-and-policies

Our annual data check collects contact information but when moving to a new house or changing mobile number etc, it is important to update us so that we have emergency contact details on file.

Parents/carers who have been offered or are seeking a place at Kinross High School for their young person can find more information in the [Delineated Area](#) section. If you wish to visit the school or have any further enquiries, please get in touch.

It is expected that all correspondence between school and home is conducted respectfully.

KEEPING IN TOUCH WITH

KINROSS HIGH SCHOOL

AT KINROSS HIGH SCHOOL, WE ARE COMMITTED TO KEEPING PARENTS/CARERS IN THE LOOP NOT ONLY WITH MATTERS AFFECTING YOUR YOUNG PERSON BUT ALSO WITH WHOLE SCHOOL UPDATES

YOUR KINECT



A monthly update for parents/carers which includes the learning round up and important whole school updates

BULLETIN



Shared with pupils on a Monday morning but available for parents/carers on the website

UPDATES



Parents/carers receive important updates by call, letter, email, text etc as required

WEBSITE



Our website is a source of information for new and current parents/carers

KEY CONTACTS



BenartyPST@pkc.gov.uk



LomondPST@pkc.gov.uk



KHSMoncreiffePST@pkc.gov.uk



OchilPST@pkc.gov.uk



www.kinrosshighschool.org.uk



KinrossHigh@pkc.gov.uk



[@KinrossHS](https://twitter.com/KinrossHS)



01577 867100



07860 049504



01577 867199
(absence line)

Reporting Absence

If your child will be absent from school for any reason, please notify us as soon as possible by calling 01577 867199 or texting 07860 049504. Please remember to provide the young person's name, TSG class and reason for absence. You can find more information on attendance at www.pkc.gov.uk/article/17427/Attendance.

Concerns

We hope all pupils have a positive experience at Kinross High School but we understand that issues may arise along the way.

Pupils are urged to speak with their Head of House or another person from their House Pupil Support Team about any concerns they may have but can approach any member of staff for support.

We understand that it is not always easy for pupils to speak to an adult about any problems they may be having so parents/carers may wish to speak to staff directly. If you have a concern about any pupil, we can offer help and support in several ways.

If the school becomes aware of a problem in school, parents/carers will be contacted. Similarly, parents/carers may need to get in touch to discuss any concerns about their child's wellbeing or progress in their learning. Our House Pupil Support Teams are the first point of contact for any issues affecting your child both in and out of school and can be contacted using the email addresses provided or by logging a wellbeing enquiry (<http://www.kinrosshighschool.org.uk/pupils/pupil-wellbeing/>) through the school website. We endeavour to respond to queries within 5 working days as per PKC customer service guidelines.

For Child Protection concerns, please see the [Support for Pupils](#) section.

Please see [General Enquiries](#) for all other matters.

Complaints

The school deals with complaints as part of Perth & Kinross Council's Complaints Handling Procedure. More information is available on the Council's website as follows:

<http://www.pkc.gov.uk/complaints>

Social Media

It is recognised that social media can enhance aspects of school life, including teaching and learning, external communications and continuing professional development. We therefore encourage the responsible and professional use of social media to support educational delivery and professional development.

The school's main X (formerly Twitter) account (@KinrossHS) allows us to share information from related agencies, highlight key messages and interact positively with key stakeholders. The account is not manned for enquiries therefore KinrossHigh@pkc.gov.uk remains the contact for front line responses.

Whilst we do not have any other social media accounts, we understand that stakeholders may be part of unofficial groups such as Facebook community pages.

It is important that all involved communicate in a way that is courteous and respectful. Concerns and complaints should not be reported via social media; parents/carers should contact the relevant house team directly with matters relating to a young person. The school deals with complaints as part of Perth & Kinross Council's Complaints Handling Procedure. More information is available on PKC's website: www.pkc.gov.uk/complaints

Comments or posts that are abusive, accusatory or defamatory in tone do nothing to move things forward; content which exposes others to offensive, inappropriate or unlawful content will be reported.

We respectfully ask that social media, whether public or private, will not be used to:

- raise matters relating to your own child
- identify or post images/videos of pupils or staff
- voice complaints about the school, staff, other parents/carers or pupils
- insult or attempt to discredit any member of our learning community
- post defamatory or libellous comments
- bring the school into disrepute

School Ethos

Our Vision

Our vision is of a school community where all members are *Learning Together, Achieving Together*. Our shared values (Ambitious, Responsible, Resilient and Compassionate) underpin everything we do at Kinross High School.

We are extremely proud of the excellent reputation of Kinross High School where our highly skilled, caring and committed staff support pupils in developing ambitions and achieving their goals. Furthermore, we expect pupils to take their responsibility to represent us in the community seriously. Our young people build resilience through challenge and learn to care for others and treat everyone with respect. In promoting the highest quality learning, we aim to unlock potential in all and steer young people to become part of the community we have helped to build.

Kinross High School is a six-year, non-denominational comprehensive school situated in Loch Leven Community Campus. You can find more information about us by visiting www.kinrosshighschool.org.uk/about-us.

Our Campus provides us with facilities such as a library, museum, recording studio and outstanding sports facilities as well as extended opening hours. Together this provides an excellent learning environment for our pupils to develop and grow.

At Kinross, we are focused on developing the pupil experience to ensure that all young people achieve success. Through high-quality learning and teaching, we provide a supportive and challenging educational environment. We have a strong record of educational achievement and provide a wide curriculum which is flexible enough to meet the full range of pupils' needs and enables all young people to achieve success.

In ensuring everyone at Kinross High School is *Learning Together; Achieving Together*, we recognise the importance of partnerships with parents/carers and we work closely with our Parent Council who support us by encouraging families to become involved in the life of the school.

Our Values

At Kinross High School we are committed to providing suitable opportunities for the development of pupils' spiritual, moral, social and cultural values. These opportunities are delivered not only by what is taught in our classrooms but also in the way pupils and teachers work together and relate to one another in every aspect of school community life. We aim to take account of the individual needs of pupils and the views of parents/carers, whose partnership with the school is vital in this, as in so many other areas of young people's school experience.

The School welcomes and encourages diversity and individuality while calling for a shared commitment to our values; Ambitious, Responsible, Resilient and Compassionate. We support Perth & Kinross Authority's policy for Equal Opportunities.

Our Aims

Our three overarching aims are to unlock potential, promote highest quality learning and build community.

Unlocking Potential

- We are building capacity in staff and pupils
- We are embedding a culture of continuous improvement and shared best practice

Promoting Highest Quality Learning

- We are inspiring all young people to achieve their potential
- We are providing effective support for all young people
- We are developing skills for life, learning and work

Building Community

- We are active in and proud of our community
- We are building inclusive relationships with all
- We are an active partner in a wider learning community

Partnerships

We enjoy working with colleagues from other organisations where we work in partnership. The organisations include:

- KYTHE
- Educational Psychologist Service
- The Lighthouse
- Mindspace
- Aerospace Kinross
- Skills Development Scotland
- Developing Young Workforce
- Chaplaincy Team
- Services for Young People
- Active Schools
- Community Link Worker

Parental Involvement

Kinross High School provides several opportunities for parents/carers to become involved in the life of the school.

The Scottish Schools (Parental Involvement) Act 2006 became legislation in September 2006. This Act proposed changes which were implemented in August 2007 to abolish Schools Boards and replace them with Parent Councils.

We value our partnership with the KHS Parent Council which ultimately gives parents/carers an opportunity to get involved in decision making, fundraising and wider educational issues which affect young people at Kinross High School. You can find out more about the KHS Parent Council at www.kinrosshighschool.org.uk/parents/parent-council.

You can learn more about parental involvement at www.pkc.gov.uk/parentalinvolvement.

The National Parent Forum of Scotland (NPFS) also provide some helpful resources for parents/carers which can be downloaded from www.npfs.org.uk/downloads/.

Over the course of the academic year, Kinross High School offers a range of opportunities for parental involvement. These range from information session to informal drop ins. In 2023, Kinross High School held its first Open Evening.

Kinross High School regularly consults parents and carers and the school is looking to improve Parental Involvement opportunities further.

Volunteering and Supporting Extra-curricular Activities

As a school we operate a large number of extra activities that enhance the pupil experience. As well as in-school clubs, many excursions take place throughout the session. The vast majority of these events and purchasing of resources are supported in some way by our school fund and annual parental contribution (via ParentPay).

Volunteering for Active Schools is a great way to become more involved in the life of the school. Volunteers are at the heart of the work of Active Schools and are the key to ensuring that sporting activities happen and that they are sustainable. Volunteers give young people opportunities to try different sports and help create the next generation of sporting stars. They help young people live an active lifestyle which has many physical, mental, social and emotional benefits.

If you have an interest in sport, fitness, dance or physical activity or have coaching experience (recent or otherwise) you can lead or support an extracurricular club. All you need to become a volunteer is lots of enthusiasm and commitment. Some of the additional benefits of being an Active Schools volunteer are free training, qualifications, and Disclosure Scotland PVG.

If you are interested in becoming a volunteer please contact the Active Schools Coordinator by contacting the school in the first instance.

If sport isn't your thing, there are other opportunities to lead clubs like Duke of Edinburgh and support curriculum trips by, for example, volunteering to host an exchange student.

300 Club

Kinross High School 300 Club (*licence 430*) invites anyone with an interest in supporting the student experience at Kinross High School to participate in a monthly prize draw. Each month, numbers are drawn randomly and witnessed by members of the Business Support Team. The winner and two runners up are notified by email and receive a cheque in the post shortly afterwards.

The profits from this draw are ring-fenced to promote equity of pupil experience across the curriculum which includes the purchase of additional equipment to support access to learning or participation in wider achievement experiences such as school trips.

If you are interested in contributing towards this at a cost of £3 per number per month (payable by standing order) please email KinrossHigh@pkc.gov.uk quoting '300 Club'.

Staying Informed

We publish regular updates for parents/carers which provide an oversight into life at KHS. We aim to provide high quality, frequent and responsive communication to our learning community (pupils, parents/carers, staff and partners) and to the wider population who have an interest in Kinross High School. Whole school letters or publications are posted on the school website as well as being sent directly to your email inbox. More information can be found in our Communications Strategy:

www.kinrosshighschool.org.uk/assets/Uploads/Downloads/20221104-Communication-Strategy.pdf

Transitions

Primary to Secondary Transition

Each year we work with our primary colleagues to run a programme of events to make sure that the transition from primary school to Kinross High School is a positive experience.

We are in regular contact with our cluster primary schools during the school session to learn as much as possible about our new pupils. Our teaching staff and S6 prefects connect with the primary schools as part of our 'getting to know you' process and the Pupil Support Faculty are also in regular contact with cluster primary schools to ensure a smooth transition.

The PT Inclusion works with the Transition Depute Head Teacher to support and organise an enhanced transition programme for any pupils with additional support needs or specific requirements. The enhanced transition programme will involve pupils and their families as well as teachers from the primary school and Kinross High School.

Broad General Education to Senior Phase

Within Kinross High School we have established a Pathways approach which guides and supports pupils as they move from the Broad General Education into their Senior Phase years which you can read more about in next section of the handbook on [The Curriculum](#).

Beyond the Senior Phase

Within the Senior Phase there is an integrated approach to support young people with their next steps in further education, employment or skills development as they prepare to move on from Kinross High School. We have strong links with Skills Development Scotland (SDS) and PKC Developing Young Workforce (DYW) to ensure a wide range of options and pathways are available to our pupils.

The Curriculum

Scotland's Curriculum for Excellence

Curriculum is defined as the totality of all that is planned for children and young people from early learning and childcare, through school and beyond. It is designed to provide the breadth and depth of education to develop flexible and adaptable young people with the knowledge and skills they will need to thrive now and in the future. It aims to support young people in achieving and attaining the best they possibly can. Scotland's curriculum places learners at the heart of education and is designed to enable all learners to achieve four fundamental capacities:



You can learn more about Scotland's Curriculum for Excellence (CfE) at scotlandscurriculum.scot/.

Kinross High School is well positioned to ensure that we build on existing good practice to provide the best possible learning experience for our young people. Loch Leven Community Campus offers us many more opportunities for learning through working with a variety of community partners. The curriculum at Kinross High School is strengthened by a wide variety of extra-curricular activities and numerous opportunities for wider achievements. Pupils benefit from the many interdisciplinary projects we provide such as the May Experience and the S1 residential trip to Hadrian's Wall.

All subject areas have responsibility for developing literacy, numeracy and health and wellbeing as well as skills for life, learning and work throughout a young person's learning. We have excellent partnerships with a variety of agencies that support this throughout the school.

In secondary schools, CfE is divided into two stages; S1-S3 pupils gain a Broad General Education (BGE) whilst S4-S6 pupils concentrate on qualifications and preparation for life after school.

Broad General Education (S1-S3)

BGE begins in early learning and continues to the end of S3. Its purpose is to develop the knowledge, skills, attributes and capabilities of the four capacities of CfE.

During the broad general education, children and young people should:

- achieve the highest possible levels of literacy, numeracy and cognitive skills
- develop skills for learning, skills for life and skills for work
- develop knowledge and understanding of society, the world and our place in it
- experience challenge and success so that they can develop well-informed views and the four capacities

In S1, all pupils follow a common course, providing them with a broad grounding in all subject areas. In S2, 'electives' allow a degree of choice in Technologies and Modern Languages. This supports the continuation of all subject areas while also allowing pupils the chance to specialise in some areas, giving young people some sense of the course choice coming as they move into S3.

In S3, pupils continue with subjects in each curricular area and have the chance to specialise within these. Most pupils choose 9 subjects; 1 from each of the 7 curricular areas and 2 from any of the areas. For more information, please see the Pathways section of the school website: www.kinrosshighschool.org.uk/pupils/pathways/.

All BGE pupils also receive their entitlement to Personal & Social Education (PSE), Physical Education (PE), Religious & Moral Education (RME) and Universal Support.

Unfortunately, at the moment we are unable to offer Gaelic-language provision.

Senior Phase (S4-S6)

This is the phase when a young person builds up a portfolio of qualifications and continues to develop the knowledge, skills, attributes and capabilities of the four capacities of CfE.

All young people in Scotland have an entitlement to a senior phase which:

- provides specialisation, depth and rigour
- prepares them well for achieving qualifications to the highest level of which they are capable
- continues to develop skills for learning, skills for life and skills for work
- continues to provide a range of activities which develop the four capacities
- supports them to achieve a positive and sustained destination

Pupils in S4 continue with 7 subjects leading to certification. This tends to be from the subjects taken in S3. In S5, pupils continue with 5 subjects leading to certification and in S6, pupils continue with 4 subjects leading to certification. The fifth column allows S6 pupils the chance to support the life of the school through a variety of leadership opportunities.

All Senior Phase pupils also receive their entitlement to PSE, PE, RME and Universal Support.

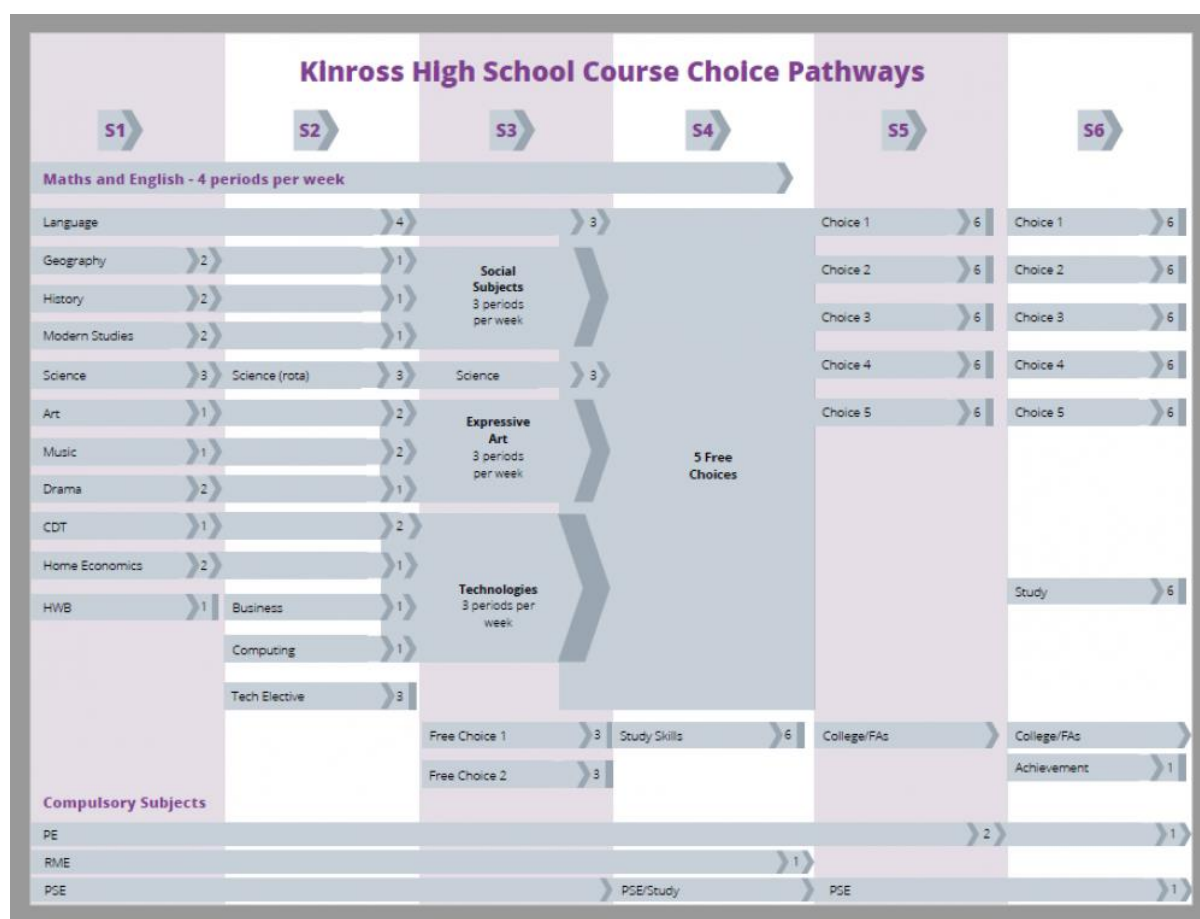
The National Parent Forum of Scotland have published some helpful 'in a nutshell' documents which you can find links to below:

Progression in the Senior Phase - www.npfs.org.uk/downloads/progression-in-a-nutshell

Senior Phase in a Nutshell - www.npfs.org.uk/downloads/senior-phase-in-a-nutshell

Course Choice and Pathways

At key points of transition in secondary school, pupils and parents/carers are supported to make informed choices. For course choice, decisions are supported through our reporting programme, our annual pathways event, focused work with Skills Development Scotland (careers coaches), and a 1:1 meeting with the young person's House Pupil Support teacher.



You may also find the document below from NPFS useful:

Learning Pathways in the Senior Phase and beyond - www.npfs.org.uk/downloads/learning-pathways-in-the-senior-phase-and-beyond

Positive Destinations

Preparing for life beyond school can be an exciting and challenging time. We encourage all pupils to stay on at Kinross High School until they secure a positive destination such as a place at college, an apprenticeship, employment or a place on a university course. However, young people who turn 16 between 1 March and 30 September can leave school after 31 May of that year; pupils who turn 16 between 1 October and the end of February can leave at the start of the Christmas holidays in that school year.

All young people at KHS benefit from the support of Skills Development Scotland and they are able to request an appointment from this service at any time through their House Pupil Support Team or the school office.

Our House Pupil Support Teams are there to support pupils every step of the way. You can find out more by visiting www.kinrosshighschool.org.uk/pupils/pathways/.

Religious Observance

Although we are a non-denominational school, we aim to take account of pupils' individual beliefs and views; welcome and encourage diversity and individuality; and provide opportunities for the development of spiritual, moral, social and cultural values not only in the classroom, but also as part of the wider school community.

Occasional services involving the School Chaplains are held in an ecumenical spirit. These are valued as whole-school cultural and community experiences which provide opportunities for pupils to consider spiritual and moral issues and deepen their understanding of religious practices and the experiences which underpin them.

Religious and Moral Education involves exploring beliefs, values, issues, practices and traditions through the context of Christianity, World Religions selected for study and belief groups independent of religion. It supports young people in the development of their own beliefs and values.

Under the terms of the Education (Scotland) Act 1980 "any pupil may be withdrawn by his/her parents from any instruction in religious subjects and from religious observance." Any parent/carer who wishes to exercise this right should discuss the matter with their child's House Pupil Support Team first.

Parents/carers will be informed of the curriculum content of the PSE programme on our website. If you have any concerns, please discuss them with your child's PT Pupil Support.

The curriculum is supplemented by a varied and exciting timetable of extra-curricular events, clubs and activities. See the [Extra-curricular](#) section for more information.

Learning, Teaching and Assessment

We aim to promote the highest quality learning for pupils in all their experiences at Kinross High School.

Our learning and teaching relates to:

- **Curriculum:** *what* is taught
- **Pedagogy:** *how* it's taught
- **Support:** both in lessons and outwith lessons

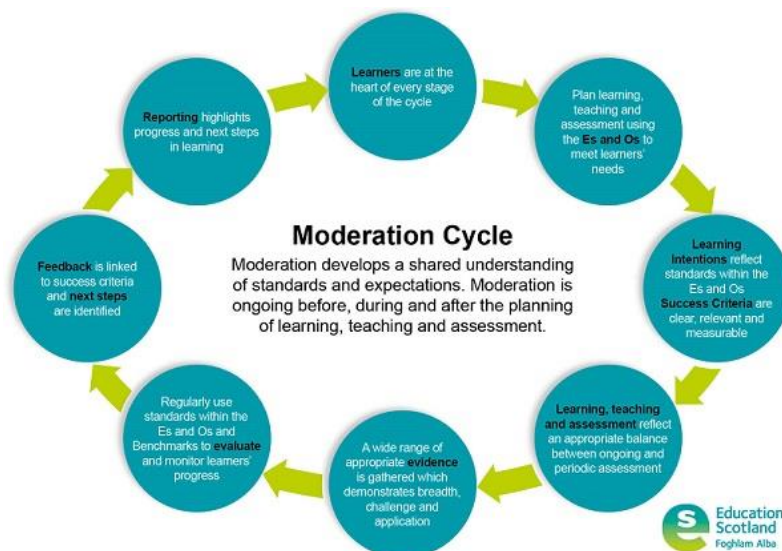
We have identified key elements that are essential for excellent inclusive practice, which are outlined in The Kinross Way. This is a toolkit that we use to ensure all pupils at Kinross High School have access to the best learning experiences.



Assessment

Assessment involves making judgements about young people's learning. Teachers use the Education Scotland Moderation Cycle to inform their approach to learning, teaching and assessment for our pupils.

Sound evidence and professional integrity underpin the important decisions that are made on the basis of these judgements. Every effort is made to ensure assessment approaches avoid preconceptions and stereotypes and are fair to all involved: young people, their families and communities.



In order to gather high quality evidence of learners' progress, staff use a range of approaches that reflect the breadth, challenge and application of learning and the wide range of skills being developed. The active involvement of young people in assessment is essential to ensure they have a well-developed sense of ownership over their learning and that they are supported to help one another.

Within Kinross High School we track pupil progress using a system called Progress and Achievement. Parents/carers receive tracking updates at identified times during the school year on their child's progress.

Curriculum for Excellence (CfE) focuses on a broader range of knowledge and understanding, skills, attributes and capabilities that young people develop in a range of contexts. This means that assessment in CfE will involve a broad range of approaches that allow young people to demonstrate what they know, understand and can demonstrate. This may include observation, planned questioning, coursework, peer and self-assessment, pupil presentation and also more formal summative assessment.

Assessment & Reporting

The information gained from assessment can be used as a means of reporting to parents/carers in several ways. Each session, pupils receive at least two formal reports about progress. There is also a chance each school year for parents/carers to meet formally with their child's teachers at Parents' Evening in order to discuss progress.

BGE Reporting

In S1 and S2, pupils receive 'settling in' reports in the first half of the year which show progress in terms of behaviour, effort and, where appropriate, homework. There is also a comment from the young person's House Pupil Support Team. In the second half of the year, pupils receive a tracking report. As well as covering behaviour, effort and homework ratings, it also includes attainment levels and target-based comments from each teacher. For S2 pupils, this second report should help with course-choice decisions as they prepare to move into S3.

In S3, pupils receive two tracking reports providing details about behaviour, effort and, where appropriate, homework as well as attainment levels and target-based comments from each teacher. The second of these is timed to help with course choice decisions.

Attainment data for BGE pupils is based on the Curriculum for Excellence (<https://education.gov.scot/curriculum-for-excellence/about-curriculum-for-excellence/what-is-curriculum-for-excellence/>) level they are working within.

Each year group also has a formal Parents' Evening during the year. Again, for S2 and S3, this is a vital component of the course-choice process.

Teachers will also report on progress within a level where appropriate using the following terms: emerging, enhancing, extending. This will give an idea of how close they are to achieving the level within which they are working.

The National Parent Forum of Scotland have published some helpful 'in a nutshell' documents which you can find links to below:

Assessing and Sharing Progress in the Broad General Education -
www.npfs.org.uk/downloads/assessing-and-sharing-progress-in-the-broad-general-education

Senior Phase

Tracking reports for S4-6 are issued three times throughout the school session. The tracking reports contain information about attainment progress (a working grade), behaviour, effort and homework ratings as well as target-based comments and the focus is very much on next steps for improvement.

Parents' Evenings

Each year group also has a formal Parents' Evening during the year. For S4 and S5, this is a vital part of the course choice process and provides an opportunity for a detailed discussion.

Details of the timetable for Parents' Evenings can be found at www.kinrosshighschool.org.uk/parents/parents-evenings and the distribution dates for reports are published on the calendar on the school website: www.kinrosshighschool.org.uk/about-us/calendar

Other reporting opportunities

In addition to parents/carers, teachers should also give pupils regular feedback about their progress in their day-to-day work. This can vary from written comments to verbal advice.

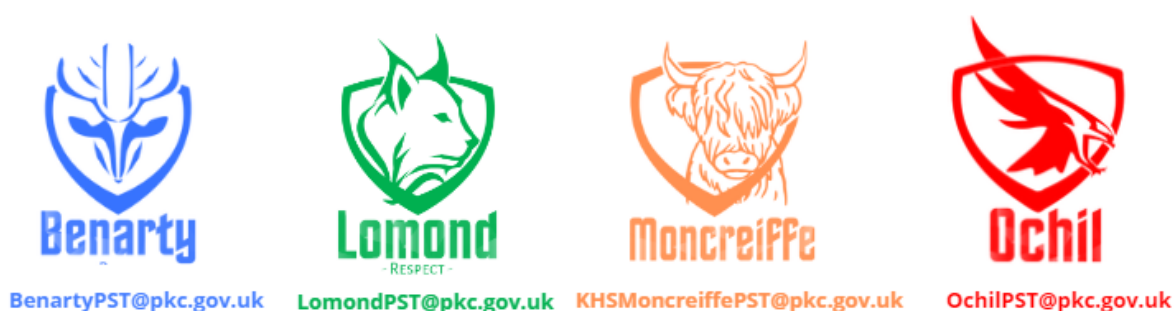
If a pupil is considered to be underachieving for any reason, a concern report will be issued. Although they can be issued at any time, it is common for them to be used before or between formal tracking reports.

Support for Pupils

The Pupil Support Faculty comprises of Pupil Support and Support for Learning.

Pupils are grouped into House Pupil Support Teams which have a:

- Head of House (PT Pupil Support)
- Support for Learning link (Teacher of Support)
- Pupil Care and Welfare Officer (PCWO)
- Year Head (Depute Headteacher)



Year Head

Year Heads are responsible for the overall pupil experience and work alongside the house teams to ensure the appropriate support is in place. PCWOs are also assigned to a year group to support young people.

Depute Headteacher 1: S1/S4

Depute Headteacher 2: S2/S5

Depute Headteacher 3: S3/S6

The Year Team work with a Principal Teacher to expand the pupil experience. The activities for this may change each year.

Pupil Support staff are responsible for providing targeted support to pupils and their remit covers attendance, attainment, achievement and behaviour.

Tutor Support Group (TSG) teachers support the house teams and meet with your child's TSG class every morning from 0845 to 0855 to deal with matters of attendance, collation of notes to explain absence and appointments, passing on information from the bulletin etc.

The organisation and administration of Pupil Support is shared by the Support for Learning team under the direction of Mrs Newton, Principal Teacher of Inclusion. The integration of

pupils with additional support needs into the life and work of the school lies at the core of KHS philosophy. The Support for Learning department aims to:

- identify pupils with additional support needs from S1 to S6
- assess pupil needs and devise, implement, monitor and evaluate support programmes to meet these needs and to work collaboratively with departments to share this information
- advise on resources and on learning and teaching styles
- maintain effective liaison with external agencies
- involve parents/carers in the process of meeting the needs of their young person

The Support for Learning team of teachers and support assistants are committed to enhancing the learning experience of all pupils and take special note of those pupils who have been recognised as having additional support needs. We work collaboratively alongside class teachers to ensure young people are understood and therefore supported at the universal level.

Good practice at primary transition ensures many pupils with additional needs are known before moving to Kinross High School. Some further identification takes place through screening tests, teacher referral and assessment from outside agencies e.g. CAMHS. Pupils in need of additional interventions are supported in three ways: individually, in class or in a targeted group. Diagnostic assessment is used to devise intervention strategies for the pupil, their family and teachers. The department also co-ordinates SQA arrangements for pupils with additional support needs.

Personal development or vocational courses such as a life skills course are available for some pupils who are not taking the full complement of S3/4 courses. Self-esteem courses help pupils who are lacking in confidence or exhibiting challenging behaviour.

The school enjoys positive links with external support agencies. Regular meetings are held between Support for Learning staff and the Educational Psychologist, the Community Link Worker and Community Education staff. Other agencies such as the police, health and social care teams, colleges and universities, careers advisors and health professionals have close links with the team. Where further advice or support is necessary, referral to an Integrated Team may suggest other strategies to try which could include the involvement of external agencies. During these meeting we will also consider the requirement for a Co-ordinated Support Plan (CSP).

The link between home and school is crucial. Parents/carers are invited to meet with Support for Learning teachers at Parents' Evenings, informal and formal planning meetings and by appointment.

If you require further information, advice or assistance, please contact your child's guidance teacher in the first instance.

For more information regarding additional support for learning, please visit www.pkc.gov.uk/article/17278/Schools-additional-support.

More information is available on the PKC website and in the useful links below.

Useful Links

Family Support: www.pkc.gov.uk/article/17361/Support-for-children-young-people-and-families-

GIRFEC: www.pkc.gov.uk/article/17390/Information-for-young-people-GIRFEC
www.pkc.gov.uk/article/17391/Information-for-parents-and-carers-Getting-it-right-for-every-child

Services for Young People: www.pkc.gov.uk/article/18448/Services-for-Young-People-Scott-Street

Educational Psychology Service: www.pkc.gov.uk/eps

Additional Support: www.pkc.gov.uk/article/17278/Schools-additional-support-

Inclusion and Equality: www.pkc.gov.uk/article/18943/Inclusion-and-Equality

Child Protection

It is everyone's responsibility to protect children and young people.

This information is for anyone worried that a child or young person may be at risk of abuse or neglect.

We have a team of Child Protection Officers (CPO) who support with child protection.

The team are:

Benarty: Mr S MacLaughlin, PT Pupil Support

Lomond: Ms C Sim, PT Pupil Support (0.6FTE) and
Mrs K Mulraney, PT Pupil Support (0.4FTE)

Ochil: Mrs S Morran, PT Pupil Support

Moncreiffe: Mrs A Final, PT Pupil Support

Leven: Mrs E Newton, PT Inclusion

Lead for Child Protection and Safeguarding: Mr S MacBeath, Depute Headteacher

CPO:

Mrs S Brown, Headteacher

Mr A Baxby, Depute Headteacher

Mr J Bain, Depute Headteacher

Mrs E Newton, PT Inclusion

Mr S MacLaughlin, PT Pupil Support

Mr S MacBeath, Depute Headteacher

Ms C Sim, PT Pupil Support (0.6FTE)

Mrs K Mulraney, PT Pupil Support (0.4FTE)

Mrs S Morran, PT Pupil Support

Mrs A Final, PT Pupil Support

Mrs E Newton, PT Inclusion

If you are worried about a child or young person you can get help by contacting one of the following numbers:

	Phone number
Child protection and duty team - (24 hours) email: ChildProtection@pkc.gov.uk	01738 476768
Police (Non Emergency Number)	101
In an emergency call 999	999
NHS 24	111
Childline	0800 1111
Crimestoppers Scotland	0800 555 111

The PKC website contains a wealth of information on Child Protection matters for young people, families, practitioners and so on: www.pkc.gov.uk/childprotection

Useful Sources of Information

(a) Children in Scotland: Working for Children and Their Families, trading as “Enquire – the Scottish advice and information service for additional support for learning”, a charitable body registered in Scotland under registration number SC003527

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

- 0345 123 2303
- service: info@enquire.org.uk
- www.enquire.org.uk

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

(b) Scottish Independent Advocacy Alliance, a charitable body registered in Scotland under registration number SC033576

(c) Scottish Child Law Centre, a charitable body registered in Scotland under registration number SCO12741.

School Improvement

At Kinross High School, we take pride in the reputation our learning community has built up over the years.

For the 2023-24 school session, our School Improvement Plan focuses on six key areas for improvement which have been identified by our self-evaluation processes during 2022-2023.

OUR IMPROVEMENT PLAN 2023-24



Learning Together · Achieving Together
Ambitious · Responsible · Resilient · Compassionate

KINROSS HIGH SCHOOL

By October 2023, all members of the school community will be supported to maximise the attendance of young people.

By October 2023, each faculty will develop a transformational plan to be implemented in June 2024, which supports the delivery of agreed curriculum principles

By February 2024, there will be a consistent approach to improving BGE Literacy and Numeracy skills.

By March 2024, all young people will consistently experience Very Good learning, teaching and assessment.

By June 2024, parents will have experienced an enhanced suite of opportunities to participate in, contribute to, and understand their child's learning.

By June 2024, our staff will be supported in line with HSE principles to lead positive change, which delivers improved outcomes for learners.

Achieving Together is about more than classroom learning or top grades and we understand that our value *ambitious* will mean something different to each individual young person at our school. We offer universal school trips to all young people so they will have the opportunity to attend and finance should not be a barrier to participation.

Every three years, we take the opportunity to revise our School Improvement Plan and we reflect on our priorities on a yearly basis.

You can find out more about our achievements on Twitter (@KinrossHS) and in Your Kinect (<http://www.kinrosshighschool.org.uk/parents/your-kinect/>), our monthly update for parents/carers.

We have a robust self-evaluation programme which is undertaken across the whole school and within faculty areas. Evidence is gathered around the four quality indicators:

- 1.3 Leadership of change
- 2.3 Learning, teaching and assessment
- 3.1 Ensuring wellbeing, equality and inclusion
- 3.2 Raising attainment and achievement

Inspection information for Kinross High School is posted on the Education Scotland website when a HMIE report takes place: education.gov.scot/education-scotland/inspection-reports/reports-page/?id=3239

You may also wish to visit Parent Zone's School Information Dashboard:
<https://education.gov.scot/parentzone/my-school/school-information-dashboard>

In S1-3, our learners perform very well in all areas. Literacy and Numeracy continue to be a strength in performance. We continue to work on strengthening these foundations as a key feature of raising attainment.

Our learners perform very well in the Senior Phase, with a wide range of qualifications on offer across the SCQF levels.

In S4, the majority of learners achieve National 4 and/or National 5 qualifications. Performance at National 5 is very strong with over 68% of learners achieving at least five level 5 qualifications.

Learners in S5/6 generally pursue subjects at levels 5, 6 and 7. Performance in S5 is strong, with over two thirds of learners achieving at least three Highers in one year.

In S6, most learners add to their qualifications with more National 5s, Highers and Advanced Highers. Around three quarters of S6 achieve at least five Highers, while over half achieve at least one Advanced Higher.

We continue to widen our offer of qualifications, with an increasing number of 'alternative' courses being offered alongside the more traditional SQA subjects.

National Progression Awards are increasingly supporting learners to achieve while building their skills for life and work, as well as learning.

Around 60% of our leavers progress into Higher Education, with another 15% leaving to move into Further Education. Around 17% move directly into employment from school.

School Policies & Practical Information

A collection of our school and local authority policies can be found on our school website: www.kinrosshighschool.org.uk/about-us/handbook-and-policies

You can also find practical information below:

Homework Expectations

The homework demands in S1 and S2 are fairly light; up to one hour per night during a normal school week would be a fair expectation. As pupils move up the school, homework demands increase. Pupils are expected to manage their homework deadlines themselves, but diaries are available to pupils who require support with this.

Revisiting classwork is essential to enable young people to commit what they have learned in class to memory. By reviewing classwork repeatedly, pupils are more likely to remember it long term. Teachers provide opportunities in class to review classwork through activities like 'Geog Your Memory' in Geography but pupils can consolidate these activities at home by testing themselves or asking someone else to quiz them on topics.

Homework

Subject teachers will set homework (often on Google Classroom) which extends/completes/tests work done in class and/or prepares pupils in advance for future classwork. Completing homework on time and to a high standard ensures that pupils are able to consolidate their learning and be best prepared for consequent stages of the course.

Revision/Study

In addition to homework, pupils (particularly those working towards national qualifications) are expected to undertake a degree of revision/study at home. Teachers often guide pupils and advise on additional work but we encourage young people to take individual responsibility for their learning.

Parents/carers can support their young person with homework and revision/study by asking about items of homework and offering advice or explanations; however, in order that teachers can understand how a young person is progressing, it is essential that pupils complete the work themselves.

Staff members also volunteer their time during lunch or after school to run study clubs which pupils are encouraged to take advantage of.

Digital Learning

We continue to develop digital learning so pupils can access their learning when they're unable to physically attend school. Pupils can access Google Classroom using their Glow log in details. If you need support around digital technology or learning, please do not hesitate to contact us.

School Uniform

Our school uniform helps provide a sense of belonging for pupils at Kinross High School and we encourage pupils to follow our school uniform policy by working closely with parents/carers, pupils and the KHS Parent Council. TSG teachers check that the uniform policy is being upheld. We understand that there are sometimes genuine reasons for a pupil to come to school in non-uniform and appreciate if parents/carers send a note to explain the reason.

The uniform consists of:

- black bottoms
- a plain white school shirt
- comfortable black footwear
- Kinross High School tie (junior tie for S1-S4 and senior tie for S5/6)
- a black top can be worn over the shirt and tie but the tie must be visible

In addition, we encourage all pupils to wear the purple school blazer. All S6 prefects must wear a blazer with yellow braids around the cuffs to signify their position within the school.

For full details on the school uniform, please visit www.kinrosshighschool.org.uk/parents/school-uniform.

If you are entitled to a school uniform grant, please visit www.pkc.gov.uk/article/17410/Free-school-meals-and-school-clothing-grants-primary-and-secondary.

Our Relationships Policy

Every pupil has an equal right to attend school in safety and peace of mind. No one has the right to interrupt or interfere with the work or progress of others or their enjoyment of what the school has to offer.

Kinross High School has a good reputation in the community for the conduct of its pupils and the successes they achieve in many aspects of school life. Every pupil gains from this respect and all pupils are expected to play their part in maintaining it.

We ask for the support of all parents/carers in reinforcing the rules and guidelines in our Relationships Policy which can be found on our website: www.kinrosshighschool.org.uk/about-us/handbook-and-policies

You can find more information on PKC's website: www.pkc.gov.uk/article/17426/Bullying-and-harassment

Substance misuse

Kinross High School adopts a zero-tolerance approach to drugs, alcohol, smoking and vaping. This is managed through our relationships policy.

Transport

We encourage pupils to choose an active method of getting to school where possible to promote a healthy lifestyle.

Free school transport is only available to **pupils attending their catchment school** and living more than three miles from the school measured by the shortest available walking route.

All free school transport requests are handled by Perth and Kinross Council (PKC) and more information is provided at www.pkc.gov.uk/article/17284/Schools-transport-and-trips.

Emergency Plans

There are a number of reasons that the school may need to close at short notice, but we try to keep the school open if it is safe to do so. If we need to contact you urgently about a school closure, we will let you know by text and if necessary, a direct phone call.

During a school closure, pupils will be expected to continue their learning using Google Classrooms.

Severe Weather Arrangements

During the winter months there is an increased risk that Kinross High School and Loch Leven Community Campus may be impacted upon by severe weather. While we will try to remain open, adverse weather and road conditions may make it necessary to make changes to the school day, campus opening hours or, in some cases, result in a full closure.

The main sources of information are:

- PKC Website - www.pkc.gov.uk/schoolclosures
- PKC Customer Services Helpline - 01738 475000
- Radio Tay - FM 102.8/AM 1161 (FM96.4/AM 1584 – Perth area only)

In the event of a school closure, parents/carers and staff will be notified by text and we would always expect pupils to continue working independently from home by using Google Classroom, reviewing class work, completing homework, using national resources such as SCHOLAR, e-Sgoil, SQA past papers etc.

Extra-curricular

Many of our staff generously volunteer their own time during lunchtime or after school to run a large range of extra-curricular clubs, activities and whole-school social and community events which add to our curriculum and help young people develop valuable skills and personal qualities. Many of these activities are supported by the efforts of parents/carers and members of the wider community and this is very much appreciated.

You can find further details on our website: www.kinrosshighschool.org.uk/pupils/extra-curricularsupported-study

Sports

We work closely with Active Schools to devise a timetable of sporting opportunities for young people of all ages, genders and abilities which is published on our school website and advertised regularly in the pupil bulletin. Extra-curricular sports clubs provide pupils with the opportunity to further develop their skills and abilities whilst allowing young people to build effective teamwork skills by participating together across a range of year groups. Pupils often have the opportunity to represent the school by competing in regional or national events. Extra-curricular clubs can be a great way to meet more people and make friends at Kinross High School. For more information, please visit www.liveactive.co.uk/Active-Schools/perth-and-kinross.

Many of our young people's interests in sports transcends school activities and many participate in competitions and tournaments in their own time. We enjoy hearing about pupils' out-of-school achievements and trophies, awards, prizes and other sporting achievements are recognised in school.

Performing Arts

A large number of pupils receive instrumental tuition from instructors in school and benefit from taking part in various groups including orchestra, choirs and ensembles. The Performing Arts Faculty provide a lively programme of events throughout the year, the highlight being when we invite pupils, their families, staff and the wider community to attend the Christmas Concert, Spring Concert and annual School Show.

Many of our pupils take part in local and national competitions and Kinross High School is well represented at Perform in Perth.

We're always proud to see our gifted young people being accepted into larger groups out with school such as Perth Youth Orchestra, Perth and Kinross Choir and various other central groups.

You can find out more information at www.pkc.gov.uk/article/19741/Instrumental-Music-Service.

Community Involvement

The local community benefits from Kinross High School's extensive involvement. Charity work plays a major part in school life with regular support given to nominated charities throughout the school year. Our community involvement regularly involves staging events or activities for senior citizens and primary school pupils. We are also able to provide opportunities for young people to collaborate with local businesses and enterprises. Each year, our S6 pupils form committees, many of which directly benefit people in Kinross; from litter picking in local beauty spots to collecting for shoebox appeals for foodbanks, we are keen to give back to the local community.

Trips and Excursions

School trips provide an important opportunity for young people to extend and apply their learning. They contribute to a positive school ethos, develop and maintain relationships as well as build resilience in our pupils.

The Universal Experience: <http://www.kinrosshighschool.org.uk/pupils/school-trips/>

There will be a universal offer that all young people will have the opportunity to participate in and finance should not be a barrier as families may be provided with assistance.

The universal offer is as follows:

Year Group	Excursion
S1	1 day excursion/inter disciplinary experience
S2	1 day excursion/inter disciplinary experience
S3	Residential Experience
Senior Phase	Subject Specific excursions required for a qualification

Optional sports, cultural and leisure excursions will be offered in addition to the universal offer but these will mainly fall outwith school times unless the timing of the event is unique.

Where the cost of a trip is in excess of £500, it will be planned over more than one academic session to allow families time to plan for the financial outlay.

Celebrating and Recognising Achievements

At Kinross High School, we seek opportunities to congratulate pupils for their successes both in and out of school and actively praise young people on their accomplishments. We understand that 'achievement' means something different to every learner so this recognition can be anything from an encouraging comment in class or a Twitter post showcasing a pupil's work to being presented with a trophy at the Awards Evening.

The annual Awards Evening is a ceremony for pupils' families and school staff to come together to show how proud we all are of our young people's academic achievements. The highest attaining S1-S6 pupils in each subject area are presented with certificates, awards and trophies.

Throughout the school year, pupils can be awarded merits for positive behaviour and effort in class. Each term, we seek opportunities to recognise and celebrate these achievements in house groups.

No matter what the achievement, we relish the opportunity to commend our pupils on their accomplishments, whether that is by way of a formal event, a celebration in class with their peers or a quiet congratulatory word in their ear.

Our aim in celebrating success is to emphasise to anyone new to the school that our work in and out of classes aims to foster individual pupils' potential in ways which offer everyone the opportunity to feel a sense of worthwhile achievement.

Pupil Leadership

Pupil Leadership encourages young people to play an active part in their learning as it allows pupils to engage in dialogue with their teachers, reflect on their progress and set clear targets and goals.

Pupil Leadership embodies our school values not only by allowing pupils to take responsibility for their own learning but also by encouraging them to contribute positively to the school experience. We offer opportunities for pupils to get involved in the life of the school on projects or initiatives (such as paired reading, Rights Respecting Schools etc) Faculty Ambassador programmes and the Pupil Leadership Team which enables young people to make a real difference for our learning community at Kinross High School.

Overall, Pupil Leadership gives every pupil an array of opportunities across the whole school while building life skills to succeed beyond the classroom.

School Meals

The Tayside Contracts catering team provides a range of nutritious options at morning break and lunchtime. This includes hot meals and cold deli options (such as sandwiches, baguettes, bagels etc) as well as 'street food' from Food 2 Go. We use the cashless system ParentPay to pay for school meals. For more information on ParentPay, please visit www.kinrosshighschool.org.uk/parents/parentpay.


All pupils must pre-order for break and lunch by 9am using the Fusion Online app which can be downloaded onto pupils' devices from the App Store or Google Play. For more information about the app and how to 'onboard', visit www.kinrosshighschool.org.uk/pupils/break-and-lunch/

Pupils may also bring their own packed lunches. Pupils must remain on campus at morning

break but are permitted to leave the campus at lunchtime. All pupils visiting local businesses or shops at lunchtime are expected to represent the school well in the local community.

School Day

Below is a timetable of our current school day:

 SCHOOL DAY									
S1-6 Monday - Thursday									
TSG	Period 1	Period 2	Break	Period 3	Period 4	Period 5	Lunch	Period 6	Period 7
08:45 - 08:55	08:55 - 09:45	09:45 - 10:35	10:35 - 10:50	10:50 - 11:40	11:40 - 12:30	12:30 - 13:20	13:20 - 14:10	14:10 - 14:55	14:55 - 15:40
S1-6 Friday									
TSG	Period 1	Period 2	Break	Period 3	Period 4	Period 5			
08:45 - 08:55	08:55 - 09:45	09:45 - 10:35	10:35 - 10:50	10:50 - 11:40	11:40 - 12:25	12:25 - 13:10			

School term and holiday dates for 2024-25 are published on the PKC website:

<https://www.pkc.gov.uk/schoolholiday>

GIRFEC

Getting it right for every child (GIRFEC) is the Scottish Government's approach to promoting the wellbeing of children and young people. Wellbeing is described by eight indicators:

Safe Healthy Achieving Nurtured Active Respected Responsible Included



These eight words help everyone to understand wellbeing in the same way and use the same language to talk about it. Sometimes the initials of the words are used, and the wellbeing indicators are referred to as SHANARRI.

The vast majority of Scotland's children and young people get all the help and support they need from within their families and their wider, local communities. But at times a child, young person or family might need extra help or support. The GIRFEC approach aims to make it as easy as possible for any child or young person and their families to get the help or support they need. Within schools, key staff are available to children, young people and their parents/carers to provide help, advice or support.

See the [Support for Pupils](#) section for a list of Child Protection Officers.

The Child or Young Person's Plan is one single plan which coordinates all the services and agencies involved in supporting a child/young person and will help ensure that everyone works together to deliver better outcomes for the child or young person who needs additional support and their family.