

**WELCOME
TO
AITH JUNIOR HIGH
SCHOOL
2021**



SCHOOL STAFF

Mr M Spence	Head Teacher
Mr J D Garrick	Depute Head Teacher, RE
Mrs E Johnston	Principal Teacher Pupil Support, Business Education, ICT
Mrs S Mercer	Principal Teacher Pupil Support, Social Subjects, History, RME, PSE
Mrs E Drakeford	Physical Education (3 days)
Mr P Baxter	Physics, Science
Mrs V Hunter	Art and Design
Mr J Jackson	Mathematics
Miss W Mackney-Mills	Social Subjects, Geography
Miss J Fraser	Science, Biology
Mr G Stove	Science, Chemistry
Dr A Justice	Music
Mrs J Crossan	English
Miss L Kerr	Craft and Design, Practical Woodwork, Graphical Communications
Ms M Gair	Home Economics (3 days)
Ms L Tiffaneau	French
Mrs I Mitchell	Focused Learning
Mrs V Fraser	Learning Support Worker
Miss B Walterson	Learning Support Worker
Mrs E Spence	Physical Education (1 day)
<i>Vacant</i>	Woodwind
Miss D Scott	Fiddle
Miss P Wiseman	Piano & Flute
Mr E Watt	Drums
Miss J Spall	Librarian
Mrs M Henry	Clerical Assistant
Mrs A Willmore	Clerical Assistant
Mr D Leask	Janitor
<i>Vacant</i>	Janitor (part-time)

WELCOME

To all pupils transferring to the Secondary Department of Aith Junior High School we bid you a warm welcome. We hope you will be happy in this school and that you will make the most of the opportunities, which you will have to learn in a wide variety of subjects, to participate in sporting, dramatic and musical events, to co-operate with others and to make friends.



Transferring to another school or even within a school from the Primary to the Secondary Department can be an exciting time but it can also be a worrying time. Our aim is to make the transition as easy as possible for you. You will find that any member of staff will be willing to assist you if you have any concerns. Do not be afraid to ask for help.

This booklet will give you important information about Aith Junior High School, which we hope will be helpful to you. We hope that parents also will find it informative.

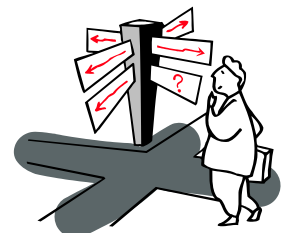
ABSENCE

If it is known in advance that you are going to be absent, a Leave of Absence form should be brought in or emailed to aith@shetland.gov.uk prior to the absence. **If your absence has not been anticipated, a parent or other responsible adult should telephone the school between 0845 and 0930. Tel: 01595 807400.** If the school has not heard from you by 0930, office staff will telephone your home to ensure you are safe.



FINDING YOUR WAY AROUND

You may find it a little difficult to find your way around your new school at first but you will soon get to know the place. Don't worry if you're not sure where to go - just ask. A map of the school will be provided.



CURRICULUM AREAS

Throughout Secondary school you will have ongoing opportunities to be a successful learner, increase your confidence, become more effective in contributing and in showing responsibilities both in school and the community.

You will take part in many cross-curricular activities where you use different subject areas to complete a task.

Your learning in S1 to S3 will be in the curriculum areas noted below:

CURRICULUM AREA	SUBJECT AREA
Literacy	English – also in all subjects
Numeracy	Maths – also in all subjects
Health & Well Being	PE, Personal & Social Education, Religious and Moral Education, Home Economics. Also in all subjects
Modern Languages	French
Social Studies	History, Geography, Modern Studies
Expressive Arts	Art and Design, Drama, Music
Technology	Technical subjects including Craft & Design and Graphics. Computing, Business Education, Enterprise Education, Home Economics
Science	Biology, Chemistry, Physics

HOMEWORK

We consider homework to be of such value that the school expects some from all pupils. Homework reinforces and develops knowledge or skills already developed in school.



The amount of homework given may vary but we try to ensure that teachers do not overload pupils by all giving homework at the same time. To avoid this each pupil is given a **Homework Diary** in which each item of homework and its date due should be written down.

We welcome the interest which parents take in their children's homework and their encouragement of their children to work to the best of their ability.

MEDICATION

If you need long-term medication, have allergies or have a chronic condition please inform the school. A health care plan will be prepared in consultation with you, your parents/guardians and medical professionals.

If you are recovering from a short-term illness but needs to finish a course of medicine, a request form must be completed by a parent/guardian. This is Local Authority Policy. The school office and school website have copies of these forms. The policy is in place to protect the interests of all involved.

FIRST AID

If you feel unwell or require first aid, if you are in class let your teacher know. If you are not in class please report to the office.

CODE OF BEHAVIOUR

We believe that pupils of secondary age can have the good sense to behave properly. The two guiding principles are **common sense and respect**; pupils do know what is right what is wrong and should behave accordingly and they should always show respect to other people and to the property of others.

There are, however, a few fixed guidelines:



- Chewing gum and bubble gum are forbidden because of the mess;
- Knives and other dangerous instruments are not allowed in school;
- Throwing snowballs is not allowed (Authority wide rule)
- Clothes worn should be appropriate for school. It should be remembered that this is a place of work so a smart/casual approach is needed. Pupils should wear clothing, which does not cause offence to others.
- Outdoor clothing should not be taken into classrooms, cloak pegs are provided.
- Mobile phones are to be used in accordance to the school Mobile Device Policy.
- Pupils are not allowed to go outside the school boundaries during the school day.
- Smoking is strictly forbidden on transport and all council property. Matches and lighters are prohibited.
- If arriving after the school day has begun, report to the school office initially. Also if departing from the school site during the school day, report to the school office and sign out.

BULLYING BEHAVIOUR

Aith Junior High School should be a place where all pupils can feel happy and secure. In particular, we wish to ensure that no pupil is unhappy due to the behavior of another pupil.

By bullying behavior, we do not just mean the physical act of hurting people as actions such as teasing or making nasty remarks can be hurtful also. Inappropriate text messages or uses of internet sites can also be a form of bullying behavior.

We cannot however, see everything that is going on so it is important if a pupil is being badly treated, they inform a member of staff, perhaps a Pupil Support Teacher or any other staff member.

PUPIL SUPPORT

Pupil Support teachers are responsible for knowing and being known by the pupils in their charge and offer a sympathetic ear to pupils.

Mrs Johnston and **Mrs Mercer** are each responsible for a group of pupils within each year group from S1-S4 and will continue to be the Pupil Support teacher with the same pupils throughout their time at school.

Groups are formed before the beginning of S1. Where a pupil has older siblings in the school that pupil will be allocated the same pupil support teacher as the other family members.

Getting to know pupils well through continual contact is the most important duty of any pupil support teacher in order to be effective in dealing with pupils' personal, curricular and vocational needs. They will be available to provide advice and support when necessary and will see each pupil formally at least once a year to discuss progress. Particularly in times of crisis, the pupil support teacher will be available to provide counseling on a regular basis.

Parents will be informed about who their child's pupil support teacher is and are welcome to make contact at any time about any concern which they might have or to pass on any information which they consider to be appropriate.

PEER SUPPORT

Peer Support is where senior pupils are partnered with new S1 pupils in small groups. The purpose is to provide an extended friendship network that will help pupils as they progress through secondary school.

Older pupils will participate in training to help them become an effective peer supporter.

The pupils will take part in different activities together in their 'Peer Support Groups' which will help build relationships with their peers and hopefully help new pupils to settle in to their new school.

THE SCHOOL DAY

There are seven 50 minute periods each day, except on **Friday** when **school closes at 2pm**:

	Period 1	0855 - 0945
	Period 2	0945 - 1035
	INTERVAL	
	Period 3	1050 - 1140
	Period 4	1140 - 1230
	LUNCHTIME	
	Period 5	1310 - 1400
	Period 6	1400 - 1450
	Period 7	1450 - 1540

LUNCH-TIME AND INTERVAL

School dinners are provided in the dining hall with a self- service system. School meals cost **£2.60 per day**. Some pupils may be entitled to free school meals; if parents are in doubt they should contact the school.

Dinner money is paid through ParentPay, which is an online payment system. Your account, if not already done so, must be activated when you start school.

During the morning interval there is a healthy tuck shop in the dining hall.

EQUIPMENT

Pupils should always come to school prepared to learn in class with suitable equipment. Pens, pencils, rulers, calculators and erasers can be purchased from the School Office.

You should have the following **PE kit**:

Shorts

Sports shirt or T shirt

Trainers

For **Home Economics**, you need a **dish or container** to take your food home and **suitable footwear**.

Pupils are required to refund the cost of materials used to make items which are taken home from Home Economics. Home Economics at present is £1.50 per week that the class are cooking. This can be payable through Parentpay as well as dinner money.

ALTERNATIVE CONTACT and SCHOOL CLOSURE

There may have to be occasions when the school has to close early, perhaps because of bad weather or power failure. We hope such occasions will be infrequent but it is important that pupils should have an alternative address to go to if their parents are not at home.

It is necessary for us to have an Alternative Contact number which we can use if a pupil turns ill at school but parents cannot be contacted.

SUBJECTS

ENGLISH

English involves communicating your ideas and understanding other people's thoughts and experiences. To do this, you have to be able to write, read, talk and listen.



For **Writing**: you will write in a variety of different ways – functionally, personally and imaginatively. Some of your pieces of work will be redrafted to correct and improve them.

For **Reading**: you will study a variety of texts in class and be encouraged to read from the library. You will also need to find information for different purposes.

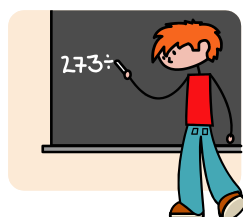
For **Talking**: you will take part in group and solo talk exercises. You will talk to convey information; you will also talk about experiences, opinions and texts.

For **Listening**: you will listen both individually and in groups, to gain information and to follow instructions.

MATHEMATICS

In Secondary 1 to 3 Mathematics you will build on the work you started in Primary. This will help you develop the Maths skills you will need for the National Qualification in Secondary 4 and in later life.

It will include Arithmetic, Algebra and Geometry and many of the topics you have already studied in Primary such as fractions, decimals, money etc. There will be end of topic assessments to help evaluate what you have learned.



SCIENCE

This course covers a broad range of topics reflecting real life scenarios which will help you to learn about yourself and the world around you.

You will develop Inquiry and investigative skills by

- experimenting and carrying out practical scientific investigations / research to solve problems and challenges
- asking questions / hypothesising
- planning / designing procedures and experiments
- selecting appropriate samples, equipment and other resources
- using practical analytical techniques
- observing, collecting, measuring and recording evidence, taking account of safety and controlling risk and hazards
- designing fair tests
- presenting, analysing and interpreting data to draw conclusions
- reviewing and evaluating results to identify limitations and improvements
- presenting and reporting on findings.



You will also develop scientific analytical thinking skills by having regular opportunities to

- be open to new ideas and link and apply earlier learning
- think creatively and critically
- develop skills of reasoning to provide explanations and evaluations supported by evidence or justifications
- make predictions, generalisations and deductions
- draw conclusions based on reliable scientific evidence.

ART AND DESIGN

As in the primary school you will follow themes and ideas while trying out new methods of producing art work. There is a greater amount of design work in the secondary course, and in S1 you work on a project based on aspects of packaging while in S2 the project will be following the design of an object or product. You will continue to do a great deal of drawing, painting and 3D work. All the units will involve some written work which will require you to think about your own work and that of artists and designers.

The Expressive units explore topics such as Portrait, Landscape and Still Life, where you will have an opportunity to create observed and imaginative art work. The Design units encourage you to think how to solve a design problem in a creative way, for example designing the packaging and graphic design for a new chocolate bar.



TECHNICAL SUBJECTS

During the 3 years you will attend this subject you will develop skills in the following areas:

- Graphic Communication. This will involve exploring a variety of graphical techniques used in the presentation of information. These techniques will cover from Freehand sketching via formal Technical Drawing to CAD/CAG (computer based draughting and graphics).
- Design and Manufacture. This will involve exploring the basic elements of the design process through a series of projects which, the appropriate skills have been introduced and practiced, will be made in the workshop with wood, metal or plastics.

To assist the design work you will also be taught sketching and drawing. This will lead on to more formal technical drawing using the drawing board and instruments.

FRENCH

This course builds on language learned in Primary classes but also gives reinforcement to pupils coming from primary schools with currently no French provision.

The new revised curriculum will develop literacy skills by:

- listening, talking, reading and writing which are essential for learning, work and life.
- using different media (software, e-mails, audio recordings etc...)
- understanding the interconnected nature of languages, i.e. English and French
- gaining an understanding of own and other cultures

Pupils will have a pen friend from a French school. This will allow them to take their language learning beyond the classroom.



GEOGRAPHY

In this course you will develop your understanding of the world and its people. As you learn you will have the opportunity to develop and apply a range of geographical skills and techniques.

You will learn about the contrasts between the Developing World and the Developed World and how this has an impact on people's lives. You will also study Weather and Climate and its effects including Climate Change.



HISTORY

In this course you will broaden your understanding of the history, heritage and culture of Scotland and European and World History, by learning about human activities past and present. As you learn you will have the opportunity to develop and apply a range of historical skills and techniques when exploring and evaluating different types of sources and evidence.

You will study some of the main periods, people and events which have shaped the society we live in, the impact of these events on people's lives and the consequences of these events. You will also develop an appreciation of your local and national heritage within the world. Topics covered include The Ancient World, Scotland and the Wars of Independence and Witchcraft in Scotland. You will also learn the skills and strategies to undertake investigations within some topics.



MODERN STUDIES



In this course you will learn about issues of political, social and economic concern. In politics you will learn about local and national government and how elections work. Also included are social issues, including problems of inequality and its impacts on health, education and community. Overall you will gain an understanding of the workings of present day society, both nationally and internationally.

HOME ECONOMICS

This course is broken down into topics and is designed so that pupils can develop various important life skills.

Topics cover such things as hygiene and safety, food safety, basic cookery processes, nutrition, healthy eating, analysing diet, use of technology, environmental awareness and consumer education.



Taking part in this course will give pupils skills needed throughout life and will increase awareness of community issues.

MUSIC

Pupils will cover various aspects of practical work on tuned percussion, guitars, drums and keyboards. They will also try composition and improvisation. Those receiving instrumental instruction will have the opportunity to use the instruments in group work.

Some singing is done mainly for school presentations and the Music Festival.

Basic theory is also covered to give a better understanding for performance.

ICT

Information and Communications Technology is increasingly being used by young and old. In this course pupils will look at etiquette when using social media as well as options for use and reporting these. Applications are used in school and in the workplace to complete a variety of tasks. Pupils will use a wide range of applications including Word Processing, Spreadsheet, Database, Multimedia, Communications, Desk Top Publishing, Graphics, Internet, E-mail, Programming and Digital Imaging. Emphasis is on practical use of these applications and how they can be used in Business and the wider world. The aim of the course is to encourage pupils to build confidence in using a variety of applications.

PHYSICAL EDUCATION

The Physical Education course in S1-S3 aims to offer a wide range of activities and games. The areas covered include Basketball, Volleyball, Badminton, Swimming, Trampoline, Gymnastics, Athletics, Social Dance, as well as a study of Fitness.

In the course you will develop the practical skills involved in each activity, and also learn how to observe and understand ways of movement.

RELIGIOUS EDUCATION

You will learn about the major religions in the world, particularly about the beliefs, festivals, sacred writings, symbols and customs.

You will learn to appreciate moral values such as honesty, liberty, justice and concern for others.

You will investigate the questions and answers that religion can offer about the meaning of life.

You will develop your own beliefs, attitudes and moral values.

PERSONAL AND SOCIAL EDUCATION

In Social Education S1, S2 and S3 follow a similar course to all the other secondary schools in Shetland.

This subject helps pupils to acquire important social skills such as communication, decision-making and managing feelings as well as information about topics such as bullying, alcohol, smoking, drugs and sex education.

An e-portfolio to record personal achievement begins in S1 and continues through to S4 and beyond.

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