

Hutchesons' Grammar School Parents' Handbook
Secondary School 2011-2012

Information for Parents

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1 Welcome from Dr Greig

I'd like to offer you a very warm welcome to Hutchesons' Grammar School. This handbook aims to help you understand the complex workings of this large and busy school, and give you the information you need to support your child during their time with us.

Whether starting new in S1 from another school, transferring from our own primary school, or joining us further up the school, your child will quickly find the secondary school at Hutchesons' to be an exciting, challenging and tiring(!), but always supportive and understanding place. I am also sure they will quickly feel proud of being part of it.

The strong and supportive partnership we have with parents is one of the crucial factors contributing to the success of the school, and I look forward to getting to know you and your child in the years ahead.

Dr K M Greig
Rector

2 Session Dates

SESSION 2011 - 2012

Autumn

Term starts: Wednesday 24 August

September Weekend: Friday 23 September - Monday 26 September

Mid-term break: Monday 17 October - Friday 21 October

Term ends: Friday 16 December, 12 noon

Spring

Term starts: Thursday 5 January 2012

Mid-term break: Monday 13 February - Friday 17 February

Term ends: Friday 30 March, 12 noon

Summer

Term starts: Tuesday 17 April

May Holiday: Monday 7 May

Mid-term break: Friday 1 and Monday 4 June

Queen's Jubilee: Tuesday 5 June 2012

Term ends: Wednesday 27 June, 12 noon

End of session and Prizegiving: Thursday 28 June

Not all pupils will be in school on the day of Entrance Assessments in January 2012. Founders' Day in March 2012 is attended by pupils in S4, S5 and S6 only. These dates, in addition to dates for exam study leave, will be announced as early as possible.

3 People at Hutchesons'

Rector

Dr K M Greig

Senior Depute Rector

Mr M Martin

Depute Rectors

Mr C Bagnall	Curriculum: Secondary
Mr D Campbell	Higher Education: Secondary
Mrs L McIntosh	Pastoral Care: Secondary
Mr J McDougall	Ethos: Secondary
Mrs C Haughney	Head of Primary
Mrs C Hatfield	Lower Primary
Miss F Macphail	Upper Primary

Bursar

Mr I Keter

Rector's Office, Secondary School

Mrs M Norman

Mrs S Burrowes

Admissions (Rector's Office)

Mrs M Norman

Director of Development

Ms C Gillen

Head of Computing Services

Mr J Caddy

Matrons

Mrs J Johnstone and Mrs K Reid (Secondary)

Mrs E Phillips (Primary)

4 How to Keep in Touch

If you have a query, you should initially make contact with the Form Teacher. If they are unable to assist, the Year Tutor (or Assistant Year Tutor) is the next port of call, followed by Depute Rector and, finally, the Rector.

Secondary S1-S6 & Hutchesons' Educational Trust

21 Beaton Road Glasgow G41 4NW

Phone: 0141 423 2933 Fax: 0141 424 0251

Fax: 0141 424 1731 (Trust Office)

www.hutchesons.org rector@hutchesons.org

Office hours are 8.30 am to 5.00 pm, Monday to Friday.

You may leave messages on the voicemail at other times.

Session 2011-2012 Year Tutors

S1 Mrs C Smith (Mr G Dunlop & Miss J Thomson, Assistant Year Tutors), S1@hutchesons.org

S2 Mr I Harrow (Mrs P Taylor & Mr D Wyatt, Assistant Year Tutors), S2@hutchesons.org

S3 Mr P Russell (Mr D McCulloch & Mrs K Shields, Assistant Year Tutors), S3@hutchesons.org

S4 Mrs I Munro (Mrs M Flannigan & Mrs A Williams, Assistant Year Tutors), S4@hutchesons.org

S5 tbc (Mrs A Henderson & Mrs C Rooney, Assistant Year Tutors), S5@hutchesons.org

S6 tbc (Miss N Birch & Mrs M Windows, Assistant Year Tutors), S6@hutchesons.org

Primary P1-P7

44 Kingarth Street Glasgow G42 7RN

Phone: 0141 423 2700 Fax: 0141 424 1243

Auldhouse Playing Fields

180 Thornliebank Road Glasgow G46 7RQ

Phone: 0141 632 4298 Fax: 0141 649 2499

Boys Sports Information Line: 0141 433 4490

Girls Sports Information Line: 0141 433 4485

The recorded messages are updated daily regarding afternoon and Saturday morning games arrangements.

eHutchesons'

Parents are invited to join eHutchesons', the School's secure intranet, where you will find notices and electronic versions of all the many letters and forms issued by members of staff. Please go to 'eHutchesons' log in' on the home page of the website, www.hutchesons.org.

A regular eNewsletter is sent to all parents - please make sure the School has your up-to-date email address!

5 The Working School

THE SCHOOL DAY

8.40 am	S1 to S5 pupils report to Form Rooms for Registration and Period 1
8.55 am	Assembly or extended form period
9.10 am	Period 2
10.10 am	Interval
10.30 am	Periods 3 and 4
12.30 pm	Lunch
1.30 pm	Periods 5 and 6
3.30 pm	End of School day

Twilight classes for S3 and S4 take place on Tuesday and Thursday from 3.45 pm - 5.15 pm.

Games afternoons:

S1:	Thursday
S2:	Tuesday
S3:	Monday
S4, S5, S6:	Wednesday

ABSENCE

Parents should notify the school office (0141 423 2933) before 9.00 am on the first day of a pupil's absence. The office will then inform the Form Teacher. On returning to school after an absence, pupils should give the Form Teacher a note of explanation signed by the parent or guardian.

PUPIL LEAVE OF ABSENCE/ LUNCH PASSES/LATE PASSES

- 1 Letters requesting leave of absence must be addressed to the Rector (please include your child's name and form class on the letter) as long as possible before the period for which leave is required and certainly not less than 4 days except in emergencies.
- 2 Pupils who leave school in the course of the school day, with permission, must sign out in the book held at Reception. Similarly, pupils who return to school in the course of the school day must sign in at Reception.
- 3 Pupils who take ill in the course of the day should consult Matron or their Year Tutor who will contact parents if a return home is thought advisable. The usual signing out procedure should be observed. Pupils should on no account make their own arrangements in such circumstances.
- 4 Permission to leave School at lunchtime will be given at the beginning of the session only to pupils whose parents wish them to lunch at home regularly. Application forms requesting a Lunch Permit are available from the School Office and should be made in writing by a parent to Mrs McIntosh, Depute Rector. The Permit will only be issued if a pupil lives locally and is able to return to School within an hour.
- 5 In exceptional cases only, pupils who live a considerable distance from the School and for whom there are consequent travel difficulties, may be granted a Late Pass, permitting them to arrive later than the specified time. Application forms requesting a Late Pass are available from the School Office and should be made in writing by a parent to Mrs McIntosh indicating why such a pass is required. Parents should be aware, however, that morning registration is an integral part of the timetabled school day and that pupils who regularly miss this time are being disadvantaged.
- 6 School holidays should not be exceeded by extension either at the beginning or at the end. All requests for leave should be addressed to the Rector.

TRAVEL TO SCHOOL

Wherever possible, we encourage your children to walk or cycle to school. In addition, Hutchesons' is conveniently situated for public transport, with public bus services running through the district and the subway station at Shields Road about 15 minutes' walk away.

Hutchesons' is always considering new transport options. Please call Mrs M Norman for updated information.

Trains

The railway stations at Crossmyloof and Pollokshields West are just five minutes by train from Glasgow Central, making the school accessible from the whole of the Glasgow region. Both stations are a few minutes' walk from Hutchesons' Grammar School.

Crossmyloof is on the main train line from Kilmarnock, which stops at Barrhead, and also from East Kilbride, which stops at Hairmyres, Thortonhall, Busby, Clarkston, Giffnock and Thornliebank.

Pollokshields West is on the Cathcart Circle and also on the line from Newton to Glasgow Central.

Queens Park is on the line from Neilston, Patterton, Whitecraigs, Williamwood and Muirend.

Buses

West End: A School-organised bus travels between the West End and Beaton Road, leaving at 8.00 am and arriving at Beaton Road at 8.35 am. The bus returns from Beaton Road to the West End at 3.30 pm, arriving in the West End at approx 3.50 pm.

Ayrshire: A School-organised minibus travels non-stop from the 'Q8' roundabout south of Kilmarnock to Hutchesons' before school every day and returns following school.

Contact: Mrs Norman, Rector's Office (0141 433 4443).

A number of privately hired buses are organised independently of the School. Although the School has no responsibility for these routes, they are understood to run as follows:

Glasgow Southside: A bus operated by Silver Fox Coaches leaves the Mearns area each morning, arriving at Beaton Road by 8.15 am.

7.25 am Broom Church Bus Stop

7.35 am Mearnskirk Roundabout

7.40 am Avenue Bus Stop, Ayr Road

7.50 am Colonsay Drive Bus Stop, Greenfarm Road

7.52 am ASDA loading bay

8.01 am Eastwood Toll/Fenwick Road Bus Stop

8.10 am Fenwick Road/Netherauldhouse Road Bus Stop

Please note that the bus will stop at any bus stop on the Ayr Road, and that all times are approximate.

The cost per journey is currently £1.50, payable to the driver on a single-journey basis. Contact: Silver Fox Coaches (0141 886 4134).

Paisley: A bus leaves the Foxbar area at 7.40 am daily and picks up at various stops in Paisley for Beaton Road and then on to Kingarth Street. The return journey commences at Kingarth Street and then on to Beaton Road, arriving back in Foxbar around 4.15 pm.

Contact: Mrs Kate Brown (0141 580 5890)

Motherwell/Hamilton/Bothwell/Uddingston: A bus leaves Motherwell via Hamilton, Bothwell and Uddingston for Kingarth Street and Beaton Road. The return bus leaves Beaton Road at 3.30 pm.

Contact: Clan Travel (01698 833299 or 07803 052646)

Cars

Please drop off outside the Beaton Road or Boleyn Road entrances and not in School grounds. Please do not double-park or park on the zigzag lines! This is a residential area, so please consider our neighbours when dropping off and picking up. We encourage parents to use Fotheringay Road, as it is less congested.

VISITING THE SCHOOL & SECURITY

The School is conscious of the need for maintaining a safe environment for pupils and staff alike and reviews its procedures accordingly. All visitors, including Parents, who wish to go beyond the foyer at the Secondary School between 8:30 am and 5:00 pm are required to sign in and wear a Visitor's Badge. Please make sure you park in one of the Visitor parking bays at the Beaton Road entrance or on an adjacent street.

Valuable property should not be brought to school by pupils, but in cases where this is unavoidable staff must be informed and the School will do its best to provide security (special arrangements apply in the case of musical instruments; pupils will be informed about this by the Music Department). The School, however, cannot be held responsible for loss or damage of property brought to school and parents are advised to ensure that items brought to the school, (for example, musical instruments, mobile phones, iPods and MP3 players) are properly insured.

ASSEMBLIES

All pupils are expected to attend morning assembly in the Assembly Hall with the Rector from 8.50 to 9.10 am as follows:

S4, S5, S6: Mondays and Wednesdays

S1, S2, S3: Tuesdays and Thursdays

For those who wish to attend, separate Jewish assemblies take place on Wednesdays for S4, S5, and S6 and on Thursdays for S1, S2 and S3. A Muslim assembly takes place from 8.50 to 9.10 am on the first Thursday of each month.

Pastoral meetings take place in the Fotheringay Auditorium on the following days:

S1: Monday

S6: Tuesday

S2, S3: Wednesday

S4, S5: Thursday

CURRICULUM

Curriculum booklets will be published every year for each year group. Every Secondary pupil is supplied with a Homework Policy booklet in which each department outlines its homework requirements of pupils at the various stages of the Secondary School. Guidelines are given on the different types of work and on the recommended minimum times required to be spent. In S1 the minimum requirement is one to two hours each weekday evening.

It is the policy of the school that homework should be set for two purposes: to allow pupils to develop their learning in the classroom in a more independent setting or as preparation for learning to come.

The key role of the Year Tutor is to monitor the academic and personal progress of each pupil in a particular year group. Every pupil in the Secondary School receives two reports in each academic session. There is also a Parents' Evening each session for each year group, during which parents have the opportunity to consult with a pupil's subject teachers and with the Year Tutor. Parents may also make appointments with any member of staff, which should be arranged through the Year Tutor or Head of Department.

In addition, the School organises Parents' Information Evenings which facilitate communication with parents about specific matters (for example, subject options) relating to the entire year group.

The evening offers the opportunity to discuss more general whole School issues.

S1 Compulsory Subjects: Art, Biology, Chemistry, Drama, English, Geography, History, Information Technology, Latin, Mathematics, Modern Language, Music, Physics, Religious Education, *Personal and Social Education, *P.E./Games (*Non-examined subjects)

At the beginning of S1, pupils will choose a Modern Language from French, German or Spanish on which to focus in S1 and S2.

S2 Compulsory Subjects: Art, Biology, Chemistry, Drama, English, Geography, History, Information Technology, Latin, Mathematics, Modern Language, Modern Studies, Music, Physics, *Personal and Social Education, *P.E./Games, RMPS, * Technological Studies (*Non-examined subjects)

S3/S4 Compulsory Subjects: English, Mathematics and a Modern Language. A broad and balanced choice of other subjects from Science, Social Science and the Humanities is appropriate at this stage. In addition, all pupils take Personal and Social Education and PE/Games.

Option/Subject Choice forms change from year to year. Please see S3 Booklet for further information on subject choice.

S3/S4 Twilight Courses

Pupils may take one of the following courses, leading to certification, after school one afternoon a week from 3.30 pm to 5.15 pm: Art, Computing Studies, Drama, Home Economics (Fabric Skills), Music, Technological Studies and Graphic Communication.

S5 Compulsory Subjects: English, Games, PSE
Apart from PSE and Games, at least five subjects and up to six Highers may be taken in S5.

To facilitate individual choices and the developing curriculum, option/subject choice forms change from year to year. Please see S5 Booklet for further information on subject choice.

S6 No Compulsory Subjects. Pupils are expected to follow a challenging and rewarding individual programme of study.

S6 pupils are also encouraged to take short courses, such as Car Maintenance, Leisure Cookery, Advanced Driving and the European Computer Driving Licence. Please see the S6 Prospectus.

CO-CURRICULAR ACTIVITIES

There are many co-curricular activities available to pupils in S1 and throughout their time at Hutchesons', including Art, Chess, Connections Book Club, Bridge, Debating, Model United Nations, J8, Photography, Film, Scripture Union, Badminton, Hockey, Rugby, Table Tennis, Volleyball, Basketball, Netball, Karate, Curling, Running, Choir, Ceilidh Band, Orchestra, Wind Band, Guitar Ensemble, Drama and Chemistry.

Duke of Edinburgh's Award: Hutchesons' is licensed as an operating authority of The Duke of Edinburgh's Award and many pupils take advantage of the opportunity to participate in the programme, which is currently available to S4, S5 and S6 pupils at the Silver and Gold levels. The Award at Hutchesons' involves expedition training in an outdoor pursuit chosen from sailing or hill-walking at the Silver level and hill-walking, mountain biking, open canoeing, sea kayaking and sailing at the Gold level.

Ocean Youth Trust assumes full responsibility for the sailing expeditions. The yachts are 72 feet long and maintained to the highest standard. The course involves a weekend introduction from Largs Marina followed by five days' training and then seven days of assessed expeditions both starting from Oban. Pupils also have to complete theory and planning sessions in school.

All other expedition training and assessed expeditions take place over two weekends, spread throughout the year, as well as a seven-day summer course. All training and assessment is provided in conjunction with Craigower Lodge Outdoor Centre in Newtonmore.

The programmes are open to pupils who have average levels of physical fitness. The Award is non-competitive; but it is expected that pupils will perform to the best of their ability. The Award also involves the completion of Service, Skills and Physical Recreation sections and, at Gold level only, a residential week. Many of the activities are provided through Hutchesons', although the school encourages community service involvement with agencies outside the school community.

Business: An important part of extra-curricular activity in S6 is the formation and running of Young Enterprise companies and Hutchesons' pupils have been very successful at the regional and national levels. Parents may meet these companies in action at School events and elsewhere. The School and outside advisors guide and oversee the companies, but they are run by the pupils themselves.

Charitable Fundraising: The School prides itself on its record of raising money for charity each year, seeing this as an important part of the education offered to pupils. Both primary and secondary pupils usually have a single charity objective. Great emphasis is placed on pupil ownership and initiative in each year's effort. A large sum is raised each year from the School's sponsored Cross Country Run for all pupils from P7 to S6, as well as from the popular Talent Show.

Trips: A wide variety of School trips and expeditions take place each year, some for curricular purposes (Hadrian's Wall, Munich/Nuremberg) and others for sporting or recreational purposes. In 2010-2011, pupils went on trips to India, Morocco, the USA and to many parts of Europe and the UK. The School issues lists of upcoming trips to parents as far in advance as possible. In addition, pupils have many opportunities to attend concerts and plays on School-organised trips, to attend university open days and to take part in sports events and extra-curricular tournaments such as Chess, Bridge and Debating.

INTERNATIONAL EDUCATION

With regular forays to Europe and beyond to perform concerts, take part in exchange trips in countries as far afield as India and Australia, or to represent the school in various sports, life at Hutchesons' Grammar has long had an international dimension. Former pupils live and work in every corner of the globe and many of our pupils are seasoned travellers or have friends and family in a diversity of countries. Many of our staff, too, have studied or worked abroad. As with the City of Glasgow itself, the Hutchesons' community is multi-ethnic and multi-cultural.

Hutchesons' has led an EU-funded Comenius Partnership since September 2009, which involves partner schools from Nuremberg, Germany and Radomsko, Poland. The partnership's theme is "urban design and renewal". Pupils are examining the way in which each city uses urban space to enhance the environment. Over the two years pupils and staff from all three schools will work on joint assignments, such as photo-shoots, painting, writing and blogging, as well as taking part in community initiatives such as tree planting. The partnership is sustained by regular email correspondence. Already strong bonds of friendship have been established across the three schools, and other activities beyond Comenius have taken place, such as a joint Maths project and a German Christmas market at Hutchesons'. Pupils from Hans-Sachs-Gymnasium in Nuremberg participated in a School concert at the Royal Concert Hall in February 2011.

The Classics visit to Rome, Geography field trips to Iceland and Switzerland, History tours to France and Germany, and the winter sports trip to the USA are further testimony to the global reach of Hutchesons'. In all these ways the aim is to produce pupils who have an international outlook, an empathy with other cultures and who are confident about taking their place in the world.

OUT-OF-SCHOOL HOURS

Although there is no after-school care facility for Secondary pupils, our extensive extra-curricular provision means that pupils can stay on at school to participate in a wide range of activities after the close of lessons.

Between 3.30 pm and 5.15 pm, pupils who wish to study, do homework or quiet reading can do so in the Library. Normal rules for conduct in the Library will apply. After 3.30 pm pupils may keep mobile phones switched on only to allow contact from parents. The Library will close at 5.15 pm. All other pupils, with the exception of S6, should go to the designated room, B9, and remain quietly in the room until collected by their parents or until 5.15 pm at the latest. Mobile phones may be kept switched on only to allow contact from parents. Members of S6 exclusively may use the Bistro as their special waiting area until 5.15 pm, with the provision that proper care is taken of the room.

For security reasons, parents are asked to report to Reception at Beaton Road and not to go directly to the Library to uplift their children. Reception will call for the pupil from the Library.

Pupils should not gather, nor wait in the main entrance to the school at Beaton Road or in the Boleyn Road foyer and pupils should not wander aimlessly round the building.

Between 5.15 pm and 6.00 pm, pupils may wait in the Sports Hall foyer and parents may pick up from the Sports Hall car park. Where pupils are returning from Games, parents are informed on the Information Lines of their arrival times back at Boleyn Road and parents who collect pupils should make arrangements for their uplift directly from there.

The Boleyn Road door and all other entries to the school, with the exception of the main door at Beaton Road, will be locked at 3.45 pm. Vending machines will be switched off at 3.45 pm and pupils in the building after this time should be in one of the waiting areas or at class or activity.

After 5.15 pm, the school does not take responsibility for the supervision of pupils waiting to be uplifted by parents. In the case of official activities continuing beyond 5.15 pm, the finishing time should be intimated for the parents via the youngsters by the member of staff in charge who will be responsible for the exit of pupils from the building.

FOOD AT HUTCHESONS'

Secondary pupils benefit from a comprehensive catering service that provides food to more than 1,000 pupils and staff each day.

The dining room is a modern, vibrant and friendly environment and is the main area for pupils to socialise within the school. Seating 320, the dining room is situated in the centre of the school overlooking the garden.

The school utilises the latest smart card technology allowing pupils to pay for meals without having cash on hand. Parents or pupils can top up the smart cards by cheque or cash through the cash office, or if preferred, pupils can load the cards at one of our four cash loaders. In order to control pupils spending, all cards are set for a maximum spend of £8.00 per day.

Cards are the property of the school and should be looked after by pupils. Vandalised or damaged cards will be withdrawn from service and a replacement card will have to be purchased @ £2.50. Should at any time pupils forget their card or money, please contact the cash office who will be happy to assist or issue a temporary card for the day.

The catering facility incorporates a self-service restaurant and was recently awarded the Healthyliving Award from Consumer Focus Scotland. Staff and pupils can choose from a large range of freshly prepared healthy choices, including traditional meals, vegetarian meals, pasta and salad selections, baked potatoes, sandwiches and made-to-order baguettes.

Adjacent to the dining room is the S6 Form Room which allows senior pupils some privacy and an area to relax and congregate. A continuous catering service is available for the S6 Form between 8.15 am and 2.30 pm in the dining room.

Staff and pupils can enjoy the School's catering facilities for breakfast, morning break and lunch.

Opening Times:

Breakfast: 8.15 am - 8.45 am

Morning Break: 10.10 am - 10.30 am

Lunch: 12.30 pm - 1.30 pm

HEALTH

Mrs K Reid and Mrs J Johnstone, both Registered General Nurses, are based in the Secondary School from 8:30 am to 5:00 pm during the school day on a job-share basis (until 5.15 pm on Tuesday and Thursday). Pupils who require first aid,

nursing or medical treatment in the case of an accident or illness will be referred to Matron, who will contact parents where necessary. Parents are invited to contact the Matrons with queries and concerns.

Pupils wishing to consult Matron should do so at the morning interval or at lunchtime.

Mrs Reid and Mrs Johnstone also counsel and guide pupils on physical and mental aspects of their welfare. Both nurses have a Certificate in Counselling Skills and are trained to use a defibrillator. Pupils who are required to take prescribed medication during school hours should hand the medication to Matron, properly labelled and with a letter intimating the time it should be dispensed. The only pain-relieving medication given to pupils is Paracetamol and Ibuprofen, which is confirmed by a written form stating dosage and time of administration.

The Matrons are happy to discuss the appropriate emergency treatment with those parents who have intimated on the pupil health details form that their son or daughter suffers from Asthma, Epilepsy, Diabetes or Anaphylactic Shock.

In S2, girls receive the HPV Immunisation and, in S3, the School Health Service offers a booster dose of Diphtheria, Tetanus and Polio to all pupils. Several additional staff members hold current First Aid Certificates.

LIBRARY

The Library aims to provide an attractive, welcoming and supportive learning environment for pupils and staff which supports all areas of the school curriculum, as well as encouraging a culture of reading for pleasure. It is staffed by a full-time Chartered Librarian, Miss Bulloch, and a part-time Library Assistant, Mrs Hume, and is open from 8.30 am until 5.15 pm each day during term time.

We have study space or seating for approximately 60 pupils, and offer ICT facilities for staff and pupils via 21 computers and 10 laptops, which allow full network, internet and e-mail access.

The Library houses a large variety of resources including:

- a wide range of fiction, from classic literature to contemporary novels, for all ages
- non-fiction or information resources, both to support the curriculum and for general interest
- careers material, including prospectuses from all UK universities
- newspapers and magazines
- staff professional development material

In addition the Library offers access to online services, such as:

- NewsUK: a newspaper archive which allows keyword searching of many local, national and international newspapers from one search screen.
- Issues Online: a searchable archive of material relating to topical issues such as Threatened Species, Refugees and Cloning.
- New Scientist online archive.

We also maintain a blog, which can be found at <http://hutchielib.blogspot.com>, and Twitter feed (follow HGSLibrary) to keep pupils informed about library news, events, reviews and recommendations.

On both primary and secondary sites, the library management system, Oliver, enables pupils to access Library information from any computer in school including catalogue information about resources on both sites, reliable websites gathered under appropriate subject headings and their own personal library account. This allows pupils to reserve resources, renew loans, create reviews and receive e-mail alerts when something of interest to them arrives.

The Library organises special events for pupils including visits by authors to the school, virtual author sessions with Scottish Book Trust and external author events. In recent years these have included visits to the school by award-winning authors Beatrice Colin, Theresa Breslin and Alison Allen-Gray, a virtual author event with Michael Rosen and a trip to hear best-selling author Darren Shan.

There is also a weekly book club for pupils to meet and discuss their reading.

In addition to recommended fiction reading lists for each year group, produced in liaison with the English department, Library staff are happy to provide personal recommendations to staff and pupils and advice on books suitable for specific topics.

Library staff also provide advice and guidance on research skills, how to use information effectively, internet search skills and referencing and creating bibliographies.

INFORMATION & COMMUNICATIONS TECHNOLOGY (ICT)

Curriculum

S1: One hour per week covering Internet and e-mail in more depth, creation of pupil's individual "My Site" using Sharepoint, as well as more advanced features of spreadsheets, word-processing and databases.

S2: One hour per week covering Automated systems and Robotics, computer graphics and animation, bits and PCs, i.e. computer systems, programming using Yenka, and video creation and editing.

S3 and S4: Pupils follow the SQA Standard Grade syllabus, either as a three-hour timetabled class or as a Twilight class, which gives a good overview of all aspects of Computing and gives them the ICT skills they will need for the future.

S5: Pupils follow the SQA Higher Computing syllabus which covers topics in computer systems, software development and computer networking.

S6: Pupils have the option of doing Advanced Higher Computing or the increasingly popular ECDL qualification which is internationally recognised and required by many colleges and universities to show competence on the computer regardless of the course they are following.

Facilities

Hutchesons' Grammar School has an extensive and modern ICT infrastructure based upon industry-standard technology. All of the 700 desktop and mobile devices, running the latest Microsoft Vista Enterprise operating system, are integrated into a network infrastructure which delivers shared resources, communication and collaboration tools as well as secure access to web browsing and internet email. A wide range of peripheral devices, such as networked colour and monochrome laser printers, scanners, digital still and video cameras, are installed throughout the school to support pupils and teachers alike.

All pupils have access to facilities in a number of well equipped computing rooms as well as open-access in the school library and Fotheringay Underground during intervals and beyond the school day. A safe web-browsing environment is created through the use of filtering and monitoring systems, which manage the sites pupils are permitted to access and which also scan web pages for unsuitable content. In the classroom, teachers are developing innovative approaches to learning through the use of digital projection and interactive systems such as smartboards and voting handsets.

PHYSICAL EDUCATION AND GAMES

All pupils at the School are provided with as much variety as possible in terms of team and individual sports, in the hope that each child will enjoy and gain from the programme of sport

available. The main sports are rugby, hockey, athletics, tennis and cricket for boys and hockey, athletics and tennis for girls. We concentrate on these sports particularly in the first year because of the proportion of new pupils joining the school. Pupils in S1 will have rugby and hockey respectively in their single period of PE up until the October week, with an emphasis on the basic skills, so that new pupils are given every opportunity to quickly develop their skills and knowledge of the games. As pupils progress through the school, the PE programme offers an ever-widening range of activities, including football, volleyball, basketball, badminton, gymnastics, climbing, curling, street dance and aerobics.

We are conscious that joining a new school can be a daunting experience but can assure you that the PE programme is designed to cater for all levels of sporting ability. The classes work at a general level, the lunchtime clubs operate on a recreational basis, our inter-house system includes an expanding variety of competitive activities, and pupils also have the opportunity to play in representative teams for the school. Those involved in the representative teams are expected to attend one after-school practice per week. Pupils are expected to honour their commitments to the school when selected either midweek or on Saturdays. We have enjoyed considerable success in inter-school sport and every effort is made to ensure that our high standards and reputation are maintained. This can only be done with the co-operation of all who attend the school.

Games Afternoons

Each year group has a Games afternoon, starting at 2.30pm and finishing at some point between 3.30pm and 5.00pm.

Monday	S3
Tuesday	S2
Wednesday	S4, S5 & S6
Thursday	S1

The main facilities used are the Alix Jamieson Stadium, comprising Hockey Pitch and Athletics Track at the Secondary School, Auldhouse (Thornliebank Road), our Sports Hall, Clydesdale Cricket Club and Bellahouston Leisure Centre. The finishing times for each games group vary according to the nature of the activities. Travel to and from sporting venues is often an area of concern for parents. In the interest of safety, transport is provided to return pupils to the school whenever they are taken to a facility off site for games. Pupils not picked up by the designated time of departure of the returning bus to school, will be brought back on the bus to Boleyn Road accompanied by a

member of the PE staff. Parents picking up children at Auldhouse are asked to comply in the interests of safety with the parking restrictions and the one-way system: please enter from Thornliebank Road and leave from Bonnyrigg Drive.

Communication Arrangements

The arrangements for each games afternoon are displayed in the Sports Hall corridor and the Boleyn Road foyer on the Friday of each preceding week. Information regarding Boys and Girls games arrangements on a daily basis and, importantly, late changes, will be put on the information lines by 12.45 pm each day. All pupils should know well in advance their specific arrangements and the information lines should be used in case of poor weather. The lines will also be updated on the Saturday mornings for call offs, when the relevant information will be put on the lines by 7.00 am.

Boys: 0141 433 4490

Girls: 0141 433 4485

MUSIC

Curriculum

Your son or daughter will have classroom music lessons as a regular part of the school curriculum until the end of S2. During these lessons pupils engage in performing, listening and inventing music, using a variety of resources including recorder, percussion, guitars, drum kits and electronic keyboards. All pupils at Hutchesons' have the opportunity to choose music as an academic option for public examination at Standard Grade, Higher and Advanced Higher levels.

Extra-Curricular Music

In addition to its place in the academic curriculum, music plays a significant part in the life of the School, in public concerts, informal workshops, competitions and drama productions. Hutchesons' has a flourishing extra-curricular life. Orchestras, wind bands, choirs and ensembles provide opportunities for many pupils and foreign tours are a regular part of the Department's annual programme.

Instrumental Tuition

Pupils can take part in choirs and instrumental ensembles of various sizes and at all levels of age, ability and aspiration. They are also encouraged to consider learning to play a musical instrument. If he or she is uncertain about which instrument to

take up, the Head of Music is always happy to advise. Singing lessons are also available.

All questions about the Instrumental Tuition Scheme should be addressed in the first instance to the Music Administrator, Mrs Doole (music.admin@hutchesons.org).

Tuition is available in the following instruments:
Violin, Viola, Cello, Bass, Flute, Oboe, Clarinet,
Saxophone, Bassoon, Trumpet, Trombone, Euphonium, Tuba,
French horn, Guitar, Piano, Percussion, Bagpipes, Clarsach,
Scottish Drums, Voice.

Weekly lessons are provided by visiting specialist teachers, on a rota basis in S1-S3 and at fixed times in other years. Pupils are extracted from classes to attend these lessons and they are charged for separately. Those pupils who choose to have singing and instrumental lessons at school are supported by a number of services provided free of charge and not normally available to private music teachers outwith school.

Consultation Evening

On the model of academic "Parents Evenings", parents have the opportunity each year to attend a Consultation Evening during which visiting instrumental teachers may be consulted directly about pupils' progress.

Theory of Music & Aural Workshops

In a 30-minute lesson, no instrumental teacher can combine teaching children the mechanical business of playing the instrument with the theory of music and advanced aural skills (Grades 6-8) needed to make real progress. Members of the Music Department therefore provide classes free of charge (from 8.40 am to 9.10 am and some lunchtimes) to cover the theory classes and aural work for Grades 6-8 which will enable pupils to take both practical and theoretical examinations of all the major examining boards.

Practical and Theoretical Examinations

The school can enter pupils for the practical and theoretical examinations for The Associated Board and Percussion practical examinations for Guildhall. Such examinations are usually taken at the school. Entry fees are paid by the school and invoiced directly to parents. For the practical examinations, we are also happy to provide accompanists and rehearsal time to ensure thorough preparation for the examination.

CAREER DEVELOPMENT AND HIGHER EDUCATION

Career Development and Higher Education Team

Mr D Campbell, Depute Rector

Mrs C Keddie, Head of Department

Miss C Chisholm

Mrs L A McNeill

Pupils have many choices, linked to career development, to make throughout their time at school and beyond. Our aim is to assist them in making decisions based on first-class information. Pupils are encouraged, at all stages, to develop self-awareness in order to make the very best of their individual talents and skills. Wise decisions are based on knowledge and experience, which is why we encourage pupils to participate with enthusiasm, and grasp the many opportunities that are available.

Advice starts early and from S2 onwards pupils participate in a wide variety of events. The aim is to make them aware of their own potential but also to raise awareness of the opportunities and challenges available to them as they progress through school and beyond. The School Association organises an annual Careers Convention for all pupils in S4.

The school is a member of the Independent Schools Career Organisation (ISCO) and has access to all of their services. Through ISCO our pupils take part in the Futurewise programme and are provided with Careers advice up to the age of 23. Information is available from all members of staff and in particular from those members of staff who form the Career Development and Higher Education Department.

Information is available in the Career Development and Higher Education section of the Library and all pupils have access to this. We also have a number of locations where pupils can access information, via computer, from the UCAS website and from individual university websites.

THE AWARD OF COLOURS, COLOURS TIES AND INTERNATIONALIST SHIELDS

Colours will be awarded by the Rector, usually on nomination by the Director of Sport or senior members of staff responsible for an activity. The announcement of new awards will be made normally during the second half of the Christmas, Spring and Summer Terms. Awards of Colours and Colours Ties will be made appropriately over the widest range of School activities, including Athletics, Bridge, Chess, Cricket, Cross Country, Curling, Debating & Public Speaking, Drama & Stage Crew, Football, Hockey (Boys & Girls), Music, Tennis and Rugby, as well as in other areas of involvement.

Colours will be awarded for team or solo participation and personal commitment at the highest level of a sport or activity and in major sports for at least 50% participation in team fixtures. Members of staff will be asked to provide short nomination citations for the Rector.

Colours will be awarded mainly in S5 and S6 and will be awarded to younger pupils only in the most exceptional circumstances.

Colours Awards will be announced at Assembly, published in the main foyer and each recipient will receive a letter authorising suppliers to add white braid and any redates to the School Blazer. Redates will be awarded as merited.

The Colours Tie, a significant stand-alone award, will be awarded by the Rector on nomination by the Director of Sport, or the senior members of staff responsible for an activity, to pupils in S4, 5 and 6 and exceptionally in S1-3 for strong active participation to a high standard and for consistent commitment.

Colours Tie Awards will be published in the main foyer and recipients will receive a letter of authorisation for suppliers.

Internationalists will be awarded a School Shield at Morning Assembly and their achievement will be recorded in *The Hutchesonian*.

The Rector has the prerogative to recognise in a tangible way, outwith the Colours system, other outstanding achievements by pupils.

PASTORAL CARE AT HUTCHESONS'

Hutchesons' Grammar School is a vibrant, forward-looking school in which girls and boys interact quite naturally together, where they are known and valued as individuals and encouraged to realise their potential both in and out of the classroom. It offers the challenges of high academic demands while supported by an effective pastoral care system.

We recognise that, for many children, coming to a large secondary school is a big step. To make sure this transition is a smooth one, and to give our pupils support throughout their time with us, we have put great effort into developing a pastoral care system that works.

Structure

An extensive structure, overseen by a Depute Rector, exists to ensure that a high level of individual care and attention is maintained throughout our school. In the Secondary School, first level Guidance is provided by Form Teachers for whom daily registration is an opportunity to get to know each individual pupil and encourage a strong Form ethos to develop. Form Teachers are supported by an experienced team of Year Tutors, who oversee all aspects of pastoral provision.

Roles

The pastoral responsibilities of the guidance team include listening to pupils and advising them on a wide range of issues, including sensitive ones, and developing relationships through social activities. We have an ongoing programme of staff development, which has included training on issues such as Child Protection, Drug Abuse, Eating Disorders, Depression in Adolescence and Bereavement. Our two matrons also co-operate closely with pastoral staff, from their base in our well-equipped medical suite.

Home-School Partnership

The School attaches great value to an active partnership with parents in dealing with any problems which may be affecting our pupils both at home and at school. We have a strong policy of encouraging parents to get in touch with us if they are concerned about their son or daughter rather than waiting until parents' evenings.

Our Pupils

... are all individuals, and we treat them as such. We help them to make the most of their talents by encouraging them to use initiative and to accept that they will not always be right. We want them to try out new things and to take risks; to handle disappointment; to learn how to work for themselves; to work with others; to have a sense of self-worth and self-confidence as they move through the school and out into the wider world.

We encourage pupils to remember that they are part of a wider group - of a Form, a year, a school, a wider society. We ask them to think about other people, trusting others, tolerating them and their differences, respecting and listening to their views, appreciating what is good in them and giving help when it is needed.

Our Staff

... are all responsible for the well-being of our students. Most of them are Form staff in addition to their subject specific duties. Concerns of pupils and concerns about pupils are referred to pastoral staff.

Your son or daughter will remain with the same Form Teacher from S1 to S3, transferring to a new Form Teacher for S4 and S5, and then to a S6 Form Tutor.

S1 pupils are inducted into school by the S1 Year Tutor Team who manage the transition from Primary School. In S2 and S3, pupils are supported by another team of Year Tutors and assistants, transferring to a new Form Teacher and Year Tutor team for S4 and S5. In S6, the Year Tutor and assistants oversee a large team of Form Tutors who each take responsibility for five or six S6 pupils.

Session 2011-2012 Year Tutors

S1	Mrs C Smith, S1@hutchesons.org
S2	Mr I Harrow, S2@hutchesons.org
S3	Mr P Russell, S3@hutchesons.org
S4	Mrs I Munro, S4@hutchesons.org
S5	tbcb, S5@hutchesons.org
S6	tbcb, S6@hutchesons.org

Matters Arising

From S1 to S6 many subjects are discussed between pupils and their Form staff. Issues range from Settling in and Friendships in S1 to preparing Personal Statements in S6, taking in Subject Choice in S2 and S4 on the way. Personal interviews are carried out by Year Tutors.

The School has policies in place relating to Child Protection and Bullying, which seek to ensure that pupils should never feel deterred from speaking about their concerns, preferably to a member of staff, and, in turn, ensuring that members of staff know how to react to any such confidences or reports.

PERSONAL AND SOCIAL EDUCATION

Throughout the school pupils will encounter a range of experiences to promote the personal and social well-being of young people and enable them to develop a sense of self-worth and relate effectively to others.

Personal and social education aims:

- to equip pupils to be personally and socially effective;
- to develop pupils' sense of self-worth and personal responsibility;
- to prepare pupils for the challenges, choices and responsibilities of work and lifelong learning;
- to encourage pupils to participate in communities as active citizens and to develop a global perspective; and
- to assist pupils to live healthy and fulfilled lives.

In addition to the contribution all staff make through curricular and co-curricular activities, the interaction between form staff, year tutors and pupils is a key element in the personal and social education of the pupils.

In S1 and S2, Personal and Social Education lessons led by form staff will include relationships, bullying, personal safety, Heartstart, healthy living, enterprise and charity activities,

thinking skills and homework management. Career and subject choice advice will be given towards the end of S2.

In S3 and S4, timetabled lessons are led by staff from different disciplines on topics such as personal relationships, peer pressure, making choices, alcohol, drugs and sexual health. The Career Development and Higher Education Department in conjunction with the Independent Schools Careers Organisation lead S4 through an extensive programme of profiling and interviewing to guide pupils' decision-making.

In S5, fortnightly lessons and the Post-Higher programme offer an extensive programme of personal development, preparing for the next stage in their education and beyond.

In S6, the Talking Points series of weekly lectures encompasses topics such as eating disorders, alcohol abuse and genetic engineering,

CHILD PROTECTION

The Children (Scotland) Act of 1995 says that staff, individually and collectively must recognise their legal responsibility towards the welfare of the children in its custody, charge or care.

It further recognises that:

- 1 Children have the right to be protected from all forms of abuse. (Child abuse is seen as covering a wide area including physical injury, actual or attempted, sexual or emotional abuse, exploitation and physical neglect.)
- 2 Any intervention in the life of a child or family should be on formally stated grounds, properly justified, in close consultation with all relevant parties.
- 3 Children have the right to express their views about any issues or decisions affecting or worrying them.
- 4 Every child should be treated as an individual.

BULLYING POLICY

Aim

We are committed to providing a safe environment for all our pupils so that they can learn in a secure atmosphere. Bullying of any kind is unacceptable at our school. If bullying does occur, all pupils should be able to tell and know that incidents will be dealt with promptly and effectively.

What is bullying?

Bullying is the use of aggression with the intention of hurting another person. Bullying results in pain and distress to the victim.

Bullying can be:

- Emotional; being unfriendly, excluding, tormenting (eg hiding books, threatening gestures).
- Physical; pushing, kicking, hitting, punching or any use of violence, flicking ties or pulling jerseys.
- Racist; racial taunts, graffiti, gestures.
- Sexual; unwanted physical contact or sexually abusive comments.
- Homophobic; because of, or focusing on the issue of sexuality.
- Verbal; name-calling, spreading rumours, teasing, mocking.
- Cyber; the use of electronic networks in any of the above.

Response to Bullying

The School has a responsibility to respond promptly and effectively to issues of bullying, and to educate with a view to minimising instances of bullying.

Support

- Bullying behaviour and how pupils should behave is discussed in Personal and Social Education.
- Pupils are encouraged to discuss any problems with the Form Teacher.
- In S1, buddies from S6, trained in Active Listening, are an additional support.
- Year Tutors and assistants are in contact with pupils, parents and staff, monitoring the well-being of each pupil.

Response

- All staff are encouraged to respond immediately to any incident they witness or is reported to them.
- When bullying occurs, pupils and parents will be assured of the school's support.
- For the victim, there will be reassurance and guidance to prevent further incidents. The exact nature of the support will be determined by the individual's needs.
- For the bully/bullies, the response will be proportionate to the incident, to indicate that bullying is unacceptable and to promote a change in behaviour.
- Persistent or serious bullying will be dealt with through the school's discipline code.

SCHOOL DISCIPLINE

As an integral part of the educational process we aim to create a civilised and caring community with a sense of responsibility, a concern for others, an understanding of good manners and their practice, and an orderly framework within which academic work is pursued and life enjoyed and profited from as freely and positively as possible.

We aim to maintain the tradition of good discipline and behaviour which our pupils, both in school and out, are generally willing to support. It is believed that this tradition is best continued by the development of self-discipline, precept and example, by setting and exacting high standards and by explaining and talking constructively whenever we can. All staff strive to be consistent in the application of disciplinary sanctions.

Our aim is to uphold the general manners of the school by constant vigilance and by reminders to pupils on the occasions when lapses of courtesy or of good manners occur. Our success depends upon everyone being aware of the need for high standards of behaviour and of self-respect based on consideration for others. In this way we strive to create a happy atmosphere and environment. Pupils who infringe any of the

School Regulations are dealt with in accordance with the disciplinary procedures of the School. In minor cases this might involve the imposition of a punishment exercise or community task; in more serious cases it may involve detention supervised by senior staff. Detentions are normally held after school on Fridays between 3.35 and 4.35 pm. In certain specific cases pupils may be required to serve such detentions during an official holiday period. Parents of pupils requiring to be detained are generally informed by letter. Year Tutors monitor reports of poor behaviour and may contact parents.

In some cases, however, because of the seriousness of the problem, it may be decided to suspend the pupil. Suspension will only be by the Rector, or in his absence, by a Depute Rector, and in all cases, a letter will be sent home to parents explaining the reasons for the suspension.

There are cases, however, where because of the extreme seriousness of the disciplinary problem or where suspension does not seem to have served as an adequate warning, the school may wish to proceed to expulsion. In these circumstances the School will follow its designated procedure for expulsion.

Expulsion of a pupil

- i) A meeting of the Education Committee of Governors with the Rector in attendance will be held between a week and 10 days after the parent(s) have been informed of the decision to recommend expulsion by the Rector. The Committee will be furnished with a report by the Rector (or in his absence, one of the Deputes) and a parent or pupil may write to the Committee, putting forward the case against expulsion or listing mitigating circumstances.
- ii) A decision will be reached and communicated to the parents. They will have the opportunity to appeal against the decision for up to one week.
- iii) The appeal will be held by the Chairman of Governors (or his Depute) within one week of the request by parents. The Chairman of Governors may wish to grant the parents and/or pupil concerned the opportunity of a personal appearance.

SCHOOL REGULATIONS

- 1 Pupils must wear the school uniform. At all times, including travelling to and from school, the highest standards of behaviour and appearance are expected. Uniform should be worn on school occasions and on any occasion where a pupil is representing the school.
- 2 Pupils should conduct themselves in an appropriate manner at all times. In particular there should be no shouting, running and pushing inside the building.
- 3 Pupils must be punctual in their attendance. They should proceed to classes at 8.40 am, 10.25 am and 1.25 pm.
- 4 No pupil is allowed to leave school during the day for any reason without obtaining permission from the Rector, one of the Deputes or the appropriate Year Tutor. Any pupil with permission must sign out in the book at Reception.
- 5 Property must be treated with respect. All areas of the school (eg Form rooms, S6 Form Room) should be kept clean and tidy and all litter must be placed in the bins provided. Damage to school property must be reported immediately to a member of staff or the school office.
- 6 Only sealed and packaged food (eg sandwiches, along with cold drinks) may be taken from the Dining Room. No food or drink should be consumed in the corridors or other public places.
- 7 Chewing gum is not allowed.
- 8 Smoking and the consumption of drugs or alcohol by pupils is strictly forbidden:
 - i) in school;
 - ii) on school-approved activities; and
 - iii) travelling to and from school in school uniform
- 9 Mobile phones should be switched off:
 - i) during lessons
 - ii) during assembly
 - iii) in the dining room, library and corridors

- 10 Personal audio equipment may be used only in Form rooms and the S6 Form Room. They should not be used during lesson time, during supervised study or at registration, unless at the supervising teacher's discretion.
- 11 Pupils are not allowed to use the school or its name to organise dances, excursions or other forms of entertainment except those for which the school accepts responsibility.

MOBILE PHONE USAGE

The School recognises there are times when it is genuinely appropriate and useful for pupils to have access to a mobile phone - for example, to contact parents in emergencies or to confirm or change a collection time after school. It is not necessary, nor acceptable, for mobile phones to be switched on or used during lessons.

The following 'common sense' rules apply with respect to mobile phones:

Courtesy, consideration of and respect for others, are paramount at all times.

They are brought to and kept at school, and used entirely at the pupil's risk. The School cannot accept any responsibility for theft, loss, damage or health effects (potential or actual) resulting from mobile phone use. Pupils and parents should recognise, however, that mobile phones are a highly prized target for theft and, accordingly, phones should always be kept on the owner's person or stored in a safe and secure place. Parents and pupils should ensure that such phones are properly and adequately insured as personal property.

Mobile phones must be switched off during lessons, private study times, during examinations and when they are stored in a security locker. They should not be used in any manner or place that is disruptive to the normal routines of the School or to other people. This includes the sending and receiving of text messages or data, and the use of camera or sound recording functions.

These guidelines also refer to the use of mobile phones during field trips, excursions or other off-campus supervised activities.

Any pupil who is feeling unwell at school and needs to go home, must arrange this through Matron or the Year Tutor. Under no circumstances should pupils use either mobile or pay phones to contact home and make arrangements to leave except through Matron, the Year Tutor or Depute Rector.

Non-observance or breaches of these rules may result in disciplinary action or, when offensive or abusive use of technology is involved, the mobile phone being confiscated. If the mobile phone is confiscated, it must be collected from the respective Year Tutor or Depute Rector by the parent/guardian of the pupil.

INTERNET ACCESS

As part of the school's Information and Communications Technology (ICT) programme we offer pupils supervised access to the Internet. Pupils must have received their parents'/guardians' signed permission for this.

Access to the Internet enables pupils to explore thousands of libraries and databases and exchange messages with other Internet users throughout the world. Some material accessible via the Internet may contain items that are wrong or offensive. The content we receive is filtered so that access to inappropriate sites is prevented. No preventative system is foolproof, however. It is highly improbable that younger children would stumble upon such sites as there is close classroom supervision, but there is a small probability that older pupils engaged in research may come across unsuitable material.

We believe the opportunities and benefits far outweigh the risk of such occurrences, and ask you to support us in setting the standards that the children should follow and educating them to act sensibly when using ICT. During school, teachers will guide pupils toward appropriate material. Outside school, families bear responsibility for the kind of guidance they would give with information sources such as television, radio, cinema, magazines and other media.

6 Admissions

We look forward to welcoming prospective pupils to Hutchesons' Grammar School. Our Open Mornings are an excellent opportunity to get to know the School better. If you would like further information about admissions, please do not hesitate to get in touch:

Mrs M Norman, Rector's Office

Phone: 0141 433 4402 admissions@hutchesons.org

Fees

The rates of school fees are determined annually by the Governors of the Trust. Fees are normally payable in one of the following ways:

- **By Direct Debit** Ten equal direct debit instalments collected on the first banking day of each month from September to June (inclusive).
- **By Direct Debit** Three equal payments paid termly by direct debit, collected on 1 September, 3 January and 1 April.
- **By Cheque** One annual payment. Payment by this method is subject to a discount of 2%, **provided that payment is received before 30 June 2011.**
- **By Cheque** Three equal payments paid termly. Cheques must be with the Trust Office by the first day of each term - 24 August 2011, 5 January 2012 and 17 April 2012.
- **In Advance** Five years' school fees can be paid in advance and is subject to a 4% discount up front, with a built in increase of 5% per annum. If fees were to increase by more than 5% per annum, then the Trust would retain the right to make an adjustment for the amount in excess of 5%.

The Governors have arranged Personal Accident insurance for all pupils and staff, which provides cover in the event of disablement or death due to an accident. The cost of this cover is incorporated in the fees each year.

The school provides books and stationery for all pupils from Primary 1 to Secondary 2. A discount of 25% is offered to the eldest of three siblings and a discount of 50% to the eldest of four siblings.

Bursaries

Every year the governors have awarded a limited number of educational bursaries by competitive entry to pupils entering Hutchesons' at Secondary 1. These are awarded on academic merit, determined by the outcome of our S1 entrance examinations, to those pupils whose parents satisfy the financial criteria set by the governors. The governors determine the value

of each award based on the information provided. The value of each award can vary (from partial-to full-fee assistance) and is reviewed annually, taking account of parental circumstances.

The next entrance examinations will be held in January 2012 for admission to S1 in August 2012.

For more information about fees or bursaries, please call or email:

The Bursar, Hutchesons' Educational Trust

Phone: 0141 423 2933

Fax: 0141 424 1731

e-mail bursar@hutchesons.org

7 List of Staff

Rector

Dr K M Greig MA (Oxon) PhD (Edinburgh)

Senior Depute Rector

Mr M Martin BSc (Hons) (Heriot-Watt)

Depute Rectors

Mr C Bagnall MA (Cantab) MA (Educ Mgt) (OU)

Mr D G Campbell MA (Hons) (Dundee) MEd (Hons) MSc (Glasgow)

Mrs L M McIntosh MA (Glasgow)

Mr J McDougall MA (Hons) (Glasgow)

Art and Design

Mrs S Breckenridge BA (Hons) (Edinburgh College of Art)*

Mr W Emonds BA (Hons) MFA (Edinburgh College of Art)

Miss D R Lovell MA (Hons) (Edinburgh)

Mrs A T Pickering BA (Hons) (Maidstone Coll of Art)

Mr S McQueen BA (Hons) (Duncan of Jordanstone)

Biology

Mrs M J Jheeta BSc MSc (Himachal Uni, India)*

Mrs C Barr BSc (Hons) (St Andrew's)

Miss A Drysdale BSc (Hons) (Edinburgh)

Mrs N Wyatt BSc (Hons) (Dundee)

Mr J Di Mambro BSc (Glasgow) BA (Hons) (OU) MA (OU)

Dip Ed Tech (Northern College) C Biol FI Biol

Dr D McCarthy BSc (University College, Cork) MSc (Aberdeen)

PhD (Cantab)

Mrs L A Munro BSc (Strathclyde)

Chemistry

Mr P Uprichard BSc (Hons) (Glasgow)*

Mrs J I Chambers BSc (Hons) (Glasgow)

Mr W J J Ferguson BSc (Hons) (Glasgow)

Dr P McGrath BSc (Hons) MSc (Strathclyde)
D Ministry (Logos European College)
Dr D Smith BSc (Hons) (Salford) PhD (Cantab)
Mrs H Stewart BSc (Hons) (Strathclyde)
Dr G Hill BSc (Hons) PhD (Strathclyde)

Classics

Mr D Gillies BA (Hons) (Sydney) MSc (Oxon)*
Mrs E Carey MA (Hons) (Glasgow) BA (OU)
tbc

Drama

Mrs V J Alderson Dip Drama (QMUC)*
Miss E Meek MA (Hons) (Glasgow)
Ms D Sobolewska BA (RSAMD)
Wardrobe Supervisor: Miss C Ferguson

Economics and Business Studies

Mr M Bergin BSc (Hons) (Sheffield)*
Mr I Harrow BAcc (Glasgow)
Mrs C Keddie BA (Hons) (Napier)
Mrs L M Reid BA (Hons) (Glasgow Caledonian)
Mrs L Livingstone BA (Hons) (Leeds Metropolitan)
Mrs L Winning BA (Glasgow Caledonian)

English

Mr M J Symington MA (Hons) (Glasgow)*
Miss N Birch BA (Hons) (London)
Miss L Bradley MA (Hons) (Strathclyde)
Mrs C Bryce MA (Glasgow)
Mr D G Campbell MA (Hons) (Dundee) MEd (Hons) (Glasgow)
Mrs R Cowen MA (Edinburgh)
Mr A D Dunlop BA (Hons) (Stirling) MEd (Hons) (Glasgow)
Miss J McCann BA (Hons) (N Ireland) MPhil (Glasgow)
Mrs E Murphy MA (Glasgow)
Mrs C Oates MA (Glasgow)
Dr A G Ralston MA (Hons) (Glasgow) D Phil (Oxon)
Mrs V Reece BA (Hons) (Glasgow)
Mrs J Stoer BEd (Hons) (London)
Miss J Taylor BA (Hons) (Stirling)
Mrs M Wainwright MA (Oxon)
Mrs C Yates MA (Glasgow)

Geography

Mr C C Clarke BSc (Hons) (Newcastle)*
Mr D McCulloch BA (Hons) (Glasgow)
Mr J McDougall MA (Hons) (Glasgow)
Mr A Stirling BA (Hons) (Leeds)
Miss A Tomitaka BA (Hons) (Newcastle)
Mr B A Williamson BA (Hons) Dip Ed (Durham OU)

History

Dr R H Gaffney MA (Hons) PhD (Glasgow)*
Mr C Bagnall MA (Cantab) MA (Educ Mgt) (OU)
Mrs A Henderson MA (Hons) (Edinburgh)
Mrs C A Singerman MA (Hons) (Glasgow) BA (Hons) (OU)
Mrs L Stewart BA (Hons) (Bowdoin College, USA) M Phil
(Glasgow)
Mrs M Windows BA (Hons) (Sheffield)

Home Economics

Mrs D Green Dip H Econ (Queen's Coll Glasgow)*
Mrs R McKerrell Dip H Econ (Queen Margaret Coll Edinburgh)

ICT

Ms R Housley BSc (Hons) (Strathclyde)*
Mr C D Macleod BSc (Glasgow)
tbc

Law

Miss R Hems MA (Glasgow) MEd (Hons) (Edinburgh) LLB
(Strathclyde)

Mathematics

Mrs M T Fyfe BSc (Hons) (Glasgow) BA (Hons) (OU)*
Mr J Adams BSc (Hons) (Glasgow)
Miss C Chisholm BSc (Hons) (Strathclyde)
Mrs S B Frisher BSc (Heriot Watt)
Miss R Hems MA (Glasgow) MEd (Hons) (Edinburgh) LLB
(Strathclyde)
Mr R J Livingston BSc (Hons) (Glasgow)
Mrs J A Matthews BSc (Glasgow)
Mr R McLennan BSc (Hons) (Paisley)
Miss M B McLeod BSc (Glasgow)
Mrs L M McIntosh MA (Glasgow)
Mrs M Mungall BSc (Glasgow)
Miss C Munn BSc (Glasgow)
Miss F Provan BSc (Hons) (Edinburgh)
Mr S Russell BSc (Hons) (Strathclyde)
Mrs K Shields BA (Edinburgh)
Mrs P Smith MA (Hons) (Edinburgh)

Modern Languages

Mrs E M Bertram MA (Hons) (Glasgow)*
Mrs J Biguzzi MA (Hons) (Glasgow) Dip TEFL
Mrs I Davis MA (Glasgow)
Mrs M H Flannigan BEd (Glasgow)
Miss S Harkness MA (Hons) (Glasgow)
Mrs A R Jack MA (Hons) (Glasgow)
Mrs D Lamont BA (Queen's Coll Glasgow)
BA (Hons) (Strathclyde)
Ms S McArthur BA (Hons) (Bristol)
Miss K McGibbons BA (Stirling)

Mrs L A McNeill MA (Glasgow)
Mrs I Munro BEd (Glasgow)
Mrs C Rooney BA (Hons) (Stirling)
Mrs M E C Smith MA Dip Ed (Glasgow)
Mrs P M Taylor MA (Hons) (St Andrews)
Miss J Thomson MA (Glasgow)

Modern Studies

Mr G F Broadhurst BA (Hons) (Glasgow Caledonian)*
Mrs C Smith MA (Hons) (Glasgow)
Mrs A Williams BA (Hons) (Glasgow Caledonian)
Miss F Ross BA (Hons) (Glasgow Caledonian)

Music - Curriculum

Mr E Trotter B Mus (Hons) (Belfast) LTCL ALCM*
Miss L Graham BEdMus (Hons) (Glasgow)
Mr G Scott BA (Strathclyde) MMus (RSAMD)

Music - Performance

Mr K D Walton BMus (Hons) (Glasgow) GMusRNCM (Hons)
ARCO FRSA*
Head of Strings: tbc
Head of Wind & Brass: Ms J Freeland BA (Hons)
Administrator: Mrs I Doole DipMusEd (RSAMD)

Philosophy

Dr P Tonner MA (Hons) (Glasgow) MA (Warwick) PhD (Glasgow)

Physical Education

Director of Sport: Mr S Lang BEd (Hons) (SSPE)*
Head of Boys' PE: Mr R Dewar BEd (Hons) (SSPE)
Head of Girls' PE: Mrs K Robertson BSc (Hons) (Manchester)
Director of Hockey: Miss R Simpson BEd (Hons)
(Moray House/Heriot Watt)
Mrs S Crichton BEd (Hons) (DCPE)
Mr G B Dunlop BEd (Hons) (Heriot Watt)
Mrs S Lang BEd (Hons) (DCPE)
Miss H McNaught BSc (Hons) (Liverpool Hope) PGDE
(Strathclyde)
Mrs M McNeill BEd (Hons) (DCPE)
Mr P Russell BEd (Hons) (SSPE)
Mr C Sorbie BEd (Hons) (Edinburgh)

Physics

Dr S Lonie BSc (Hons) (Aberdeen) MSc (Aberdeen) PhD
(Aberdeen)*
Miss J Boyle MSci (Hons) (Glasgow)
Mr D S K Jacobs BSc (Strathclyde)
Mr D J Mitchell BSc (Hons) Dip Ed (Glasgow)
Dr M Walker MSci PhD (Glasgow)

Psychology

Mr J Firth MA (Hons) (St Andrews) MSc (Edinburgh)

Religious Studies

Mr S J Branford MA (Hons) (Glasgow)*

Technology

Mr R W Furness BEd (Hons) (Heriot Watt)*

Mr C McCormick BTEchEd (Hons) (Glasgow)

Peripatetic Instrumental Teachers 2011-2012

Kathryn Baillie	Violin
Alistair Beattie	Violin/Viola
Rachael Lee	Cello
Lisa Rourke	Violin/Viola
Paul Sutherland	Double Bass

Woodwind

Simon Browne	Clarinet & Sax
Rachel Forbes	Flute
Joanne Freeland	Clarinet & Sax
Fraser Gordon	Bassoon
Rona Pollard	Oboe

Brass

Andrew Foden	Lower Brass
Fergus Kerr	French Horn
Marcus Pope	Trumpet

Percussion

Ruaridh Donaldson
Amy Sherry

Guitar

David McGirr
David Sim
Neil Wilson

Voice

Jonathan Hawkins
Deirdre Trundle

Piano

Archie McLellan
Esther McLellan
Jane Williamson

Bagpipes

John Mulhearn

Scottish Drums

David Henderson

Clarsach

Kirsteen Fowler

ADMINISTRATION

Rector's Office

Mrs M E Norman
Mrs S Burrowes

School Office

Mrs G Lunardi BSc (Glas Cal)
Mrs C M Bell
Mrs C Borland
Mrs M Jacobs
Mrs E C Ross
Mrs E Whitehill

Computing Services

Mr J Caddy BSc (Hons) (Edinburgh) MPhil MSc (Glasgow)
PGCE MIET*
Mr R Anderson M Inst Sce Inst Acc
Mr G Dench HND
Miss A Hall
Mr J Jarman CompTIA+, MCP, NC
Mr K Oliver BSc (Paisley)
Mr D Turner HND

Examinations Officer

Mrs S Frame MA (Glasgow)

Calendar & Events Administrator

Mrs G R Tooth MA (Glasgow)

Development Office

Director of Development and External Affairs

Ms C Gillen BA (Edinburgh)

Communications and Marketing Manager

tbc

Alumni and Development Officer

Ms L Duncan BSc (Hons) (Plymouth)

Facilities Manager

Mr I Gall MRICS

Groundsmen

Mr G Brabender
Mr M G Brabender
Mr B Livingstone (Driver)
Mr J Preston (Driver)
Mr T S Young

Janitors

Mr N Stevenson*
Mr K Christie
Mr J Hamill
Mr A Smillie
Mr B D Syme

Maintenance

Mr J McDougall

Laboratory Technicians

Mrs K Cooper BSc (Hons) (Strathclyde) (Chemistry)
Mrs E Docherty (Chemistry)
Mrs L Hawthorne HNC (Biology)
Mrs M Lang HNC (Biology)
Mr T Peoples (Chemistry)
Mr H L G Tucker (Physics) OND (Bell College)

Library**Librarian:**

Miss J Bulloch BSc (Hons) (Glasgow) DLIS (Robert Gordon)
MCLIP

Library Assistant:

Mrs E Hume MA (Hons) (Glasgow) PGDE

Matrons

Mrs J Johnstone RGN SCM BSc (Glasgow Caledonian)
Mrs K Reid RGN ONC BSc (Glasgow Caledonian)

TRUST OFFICE**Bursar**

Mr I Keter BA (Strathclyde) CA

Depute Bursar

Mrs A J Sloane BA CA PGCE

Finance Manager

Mr T Ward BA (Hons) (Glasgow Caledonian) CA (ICAS)

HR Manager

Mrs J Galloway BA (Hons) (Strathclyde) MCIPD

Bursar's Office Staff

Mrs C Alcorn - Administration Officer
Mrs M Kwok BSc (Glasgow) - Purchase Ledger Administrator
Mrs I Martin MA (Hons) (Glasgow) - Letting & Transport
Administrator
Miss D Mosson - Accounts Administrator
Miss M McMonagle - PA to the Bursar
Mrs M Riddall - Payroll Administrator

8 Hutchesons' Educational Trust

Hutchesons' Grammar School is governed by Hutchesons' Educational Trust, led by a governing body of 13 nominated governors and not more than nine co-opted governors. The Trust is a Registered Charity regulated by the Office of the Scottish Charity Regulator (OSCR), Scottish Charity Number SC002922. The Governors delegate the day-to-day management and running of the school and the Trust to the Rector, with support from his Senior Management team, and the Bursar.

Board of Governors

Governor	Qualifications	Representing
David Dobson <i>(Chairman)</i>	LLB, DipMS, FRICS	Trades House of Glasgow
Rev David Black	MA, BD	Church of Scotland Glasgow Presbytery
John M Chapman	DL, CEng	Hutchesons' Hospital
Alastair K Denholm	DUniv, FUniv, FCIBS, FInstP, SBStJ	Merchants House of Glasgow
Dr Iain Galbraith	MA, MPhil, M.Th, Th.D, Dip (Mus Ed) RSAMD, LRAM, FTCL, FLCM, FTSC	Church of Scotland Glasgow Presbytery
Prof Gwyn W Gould	BSc (Hons), PhD	University of Glasgow
John Kyle	MA, LLB	School Association
Brian R W Lockhart <i>(Education Convenor)</i>	MA (Hons), DipEd	Co-opted
Graham W A MacAllister	MA (Hons), DipEd, STQ	Co-opted
Lindesay MacFarlane	BSc, MSc	School Association
Ewen Mackie <i>(Property Convenor)</i>	F Inst AM	Glasgow Educational & Marshall Trust
Asgher Mohammed	BSc (Hons), MSc, MRPharmS, IP, MCPP	Co-opted
Allan Ramsay <i>(Vice Chairman, Finance Convenor)</i>	BA, CA	Co-opted
Philip Rodney	LLB	Co-opted
Jack Silverstone	BA (Hons), Cert FPS	Co-opted
Ruth Walker <i>(Development and Marketing Convenor)</i>	MA, MBA	Co-opted
Prof Brian Williams	MD, Hon DSc, FRCP, FRCS	Co-opted
Alistair Marr	MA CA	Former Pupils' Club
Vacancy		Hutchesons' Hospital
Vacancy		University of Strathclyde

9 The Development Office

Development Office

The Development Office is responsible for delivering the school's marketing and communications strategy, maintaining and developing the extensive international network of alumni, parents and friends of Hutchesons', organising an annual programme of events and reunions, and devising and implementing a long-term fundraising strategy which will continue to safeguard the financial stability of the school. Fundraising campaigns include the Annual Fund, the Bursaries Fund, and capital campaigns to raise funds as and when required. All parents are encouraged to give whatever they can to the fund of their choice and all monies raised go directly to help the school and our pupils.

Communication:

The Hutchie Herald

The school's magazine is published termly and includes news about current and former pupils, providing a whole school picture of life at and beyond Hutchesons'. Bright, intelligent and engaging, the magazine reports on current school news, activities and events and keeps the whole Hutchesons' community informed and entertained.

Hutchesons' Website

We are very proud of our school website which is at the leading edge of design and functionality. Constantly updated, this is the place to go for the latest news and comment about what is going on at Hutchesons'. We also request that parents log on to eHutchesons' (via the home page of the website) for daily updates and notices.

Fundraising:

The Annual Fund

Gifts to the Annual Fund enable us to invest in a number of on-going programmes to improve the school environment and enhance the educational experience for our pupils. Gifts can be made to the Annual Fund at any time throughout the year and parents can contribute to the project of their choice. Most donors choose to give monthly by direct debit and gift aid makes every contribution tax efficient. We urge everyone who is a part of the Hutchesons' family to donate to this regular programme of giving.

The Bursaries Fund

The award of Bursaries is embedded in Hutchesons' culture and is something we believe in passionately. Every year we award a number of full and partial bursaries, based on academic merit and financial need, to Glasgow's brightest children, whatever their background. Donations to our Bursaries Fund are particularly valuable to us and are greatly appreciated.

Director of Development: Catherine Gillen
0141 433 4457 or development@hutchesons.org
Hutchie Herald and Website
0141 433 4469 or hutchieherald@hutchesons.org
Former Pupils and Events/Reunions: Louise Duncan
0141 433 4691 or alumni@hutchesons.org

10 Uniform

Suppliers

- R.W. Stevens & Co., 83 Deanston Drive, Glasgow G41
- Campbell's Ltd, 352 Victoria Road, Glasgow G42
- Man's World, 204 Fenwick Road, Giffnock, Glasgow G46 & 157-159 Byres Road, Glasgow G12
- Academy Uniforms Ltd: www.academy-uniforms.co.uk

The main sale of second-hand uniform takes place in the Dining Room at Beaton Road (Boleyn Road entrance) from 9.00-10.30: Saturday 11 June 2011. Regular sales of second-hand uniform take place at Beaton Road throughout the year.

Secondary School Uniform

Blazer: Official school blazer with crest on pocket.

Tie: Official design as supplied by stockists.

Pullover: Official pullover, with school colours at the neck as supplied by stockists. (The wearing of a pullover is optional).

Shoes: Plain, flat, school style all-black shoe. Training shoes may be worn in the playground.

Scarf: Official design as supplied by stockists. Alternatively, a plain dark blue or black woollen scarf may be worn to and from school. The 'Hutchesons' Grammar School' tartan scarf, available from school, may also be worn

Hat: The school woollen hat may be worn from October to Easter.

Umbrella: Folding umbrellas in plain navy blue/black are acceptable.

Boys Only

Trousers: Long formal school style in school grey, charcoal or black. No form of jeans or cotton trousers are acceptable.

Socks: Plain black, navy or grey.

Shirt: Plain school style in white, long or short sleeves to be worn with the school tie. The top button must be closed at all times with the shirt tucked into the trousers and not hanging out. If a vest or tee-shirt is worn it must be plain white with no logo.

Belt: Plain black may be worn.

Girls Only

Skirt: Mid-grey skirt with two inverted pleats back and front with or without pockets or mid-grey skirt with box pleats all round, as supplied by stockists.

Tights: Black tights, plain or ribbed only.

Shirt/ Plain school style shirt in white with no more than

Blouse: one pocket. The shirt is to be worn with the school tie and the top button must be closed at all times.

From Easter to October, girls may wear a plain white open neck blouse with short sleeves, worn without the school tie. (Fashion blouses are not acceptable). Blouses must be tucked into the skirt and not hanging out.

Jewellery/ Girls may wear one signet ring.

Makeup: One pair of small plain gold or silver studs or sleeper earrings may be worn (one in each ear) in pierced ears. No makeup may be worn.

Other general regulations

Hair: Hair must be neat. If in the opinion of the Rector a style of hair is deemed to be inappropriate, parents will be informed and required to rectify immediately. Girls wearing clasps, clips, hairbands must ensure that they are in plain school colours or brown.

Bags: We recommend that bags should be in school blue tones or black and should be free of stickers or graffiti.

Dress Regulations Outside the Normal School Day

School uniform should be worn by all pupils representing the school unless specifically informed otherwise. This most frequently arises in sport, but it applies in a number of other activities, such as music, debating and quizzes. Similarly, pupils acting as official representatives at school functions, such as Parents' Evenings and Open Days wear uniform

unless advised otherwise.

For expeditions and visits, pupils will be informed as to clothing as part of the instructions. For example, Duke of Edinburgh's trips, University Open Days, School-organised holidays and visits to the theatre or concert in School parties may well have different clothing regulations. For attendance at concerts, plays and similar events arranged by the School, pupils will not normally be required to wear uniform unless they are specifically instructed so to do. It is expected that pupils in casual clothes should be sensibly and smartly dressed and that their conduct should be of the same standard as is required of pupils wearing uniform (for example, no excess in terms of jewellery).

At all times, the wearing of any combination of school uniform along with casual sports clothes (for example, baseball cap with uniform on the sports field) is contrary to school rules.

Pupils are required to maintain a neat and tidy appearance at all times while wearing the school uniform. If in the opinion of the Rector any item of clothing or accessory is deemed to be inappropriate such opinion shall be final. Parents will be informed and required to rectify immediately.

11 PE kit

All PE kit must be clearly named!

Please note that new PE kit only, available from School suppliers, should be worn from August 2011.

S1 PE

- Royal blue PE shorts
- White polo shirt
- School hoody
- School stadium pants

S1 Boys Games

- Reversible rugby strip
- Royal blue rugby shorts
- Rugby socks
- School hoody
- School stadium pants
- Gumshield
- Rugby or football boots
- NB Boys playing inter-school Rugby matches will also be required to purchase a match strip from the PE department.

S1 Girls Games

- Hockey skort
- Hockey socks
- Shin pads
- Gumshield
- Hockey stick
- NB Girls playing inter-school Hockey matches will also be required to purchase a match strip from the PE department.

Additional notes

- White socks must be worn for PE.
- In S2 and above, if pupils are not involved with Games they are only required to have the royal blue PE shorts and white polo shirt for PE.
- Match strips and Athletics vests are required for pupils representing the school in inter-school fixtures.
- Only school hoodies and stadium pants will be allowed to be worn during any PE activity.
- Indoor training shoes should have non-marking soles. Outdoor training shoes to be white, blue, black or grey. No fashion shoes.

12 Maps and Directions to Hutchesons' Auldhouse Playing Fields

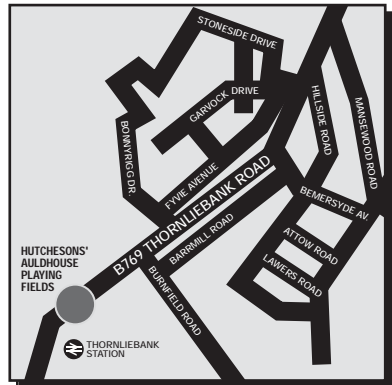
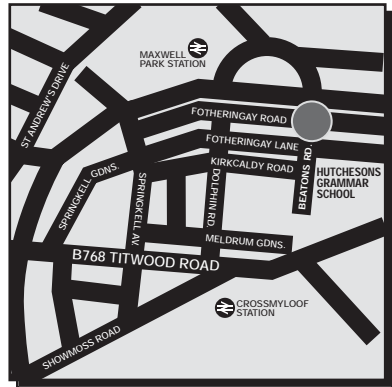
180 Thornliebank Road
Glasgow G46 7RQ

Boys Sports Information Line: 0141 433 4490

Girls Sports Information Line: 0141 433 4485

The recorded messages are updated daily regarding games afternoon and Saturday morning arrangements.

- 1 Turn onto Kirkcaldy Road.
- 2 Turn LEFT onto Dolphin Road
- 3 Cross over Titwood Road.
- 4 Turn RIGHT onto Shawmoss Road.
- 5 Turn LEFT onto Hags Road.
- 6 Hags Road becomes Pollokshaws Road
- 7 Enter next roundabout and take Second Exit onto Thornliebank Road.
- 8 Hutchesons' Auldhouse is on the RIGHT, about 1 mile after the roundabout and immediately after pedestrian crossing. Watch out for the speed camera!



13 Frequently Asked Questions

What if my child arrives at school with no lunch money?

Any pupil who finds themselves unable to pay for lunch should go to the School Office where they will be able to borrow a swipe card or cash on receipt of a form signed by their Form Teacher, Year Tutor or Depute Rector. The money should be reimbursed to the School Office the following day. They should not go hungry!

What if I feel my child is unable to participate in sports that day?

Please send a note with your son or daughter, asking for them to be excused. He or she will generally assist with officiating or will watch the lesson.

How can I Meet Other Parents?

The School organises many evening events at which you will meet other parents. In addition, the following organisations provide opportunities to get involved with the School and to meet parents.

Hutchesons' Grammar School Association

All parents of pupils at Hutchesons' are automatically members of the School Association. Its functions are to act as a route for communication between the School and parents on matters of common interest, and to organise activities in support of the school and pupils. The committee, made up of parent representatives (one for each year) and representatives from the staff and governors, meets about six times per session. Matters concerning parents, pupils and staff are discussed in an informal way.

Parents' representatives on the Association Committee are elected at the AGM, to which all parents are invited, which is held at the beginning of each session. In addition to the Rector and the Bursar there are two nominated staff members on the Committee, one from the Secondary School and one from the Primary School.

Current activities include the arrangement of meetings on educational and related topics, the organisation of a Careers Convention for S4, and social evenings.

The 57 Group

The 1957 group is an independent registered charity with a committee of parents and former parents whose objective is to raise funds for special projects within the school through a variety of events.

Annual events include a highly popular Quiz Night, Winter Fair, and a Spring Ceilidh. Throughout the year the group holds sales of good quality second-hand uniform. The main sale of second-hand uniform takes place in June in the Dining Room at Beaton Road from 9-10.30 am.

Further information on forthcoming events can be found on the school website and school calendar. If you would like to get involved, please contact Mrs Rhona Gann on 0141 587 8633 or Rhona.gann@ntlworld.com.

Hutchesons' Choral Society

Hutchesons' Choral Society is an amateur choir, directed by Iain McLarty, open to parents, staff and friends of Hutchesons' Grammar School. The choir presents two concerts each year, in November and March, both with professional soloists and orchestra, and also in conjunction with school groups and ensembles from Hutchesons' Grammar School. Rehearsals take place on Monday evenings in the school's Fotheringay Centre between September and March. There is no audition. We ask simply that you love choral music, can read music and sing in tune.

Recent performances have included Mozart's Requiem, Constant Lambert's Rio Grande, Britten's St Nicolas, Orff's Carmina Burana, Handel's Messiah and Bach's Christmas Oratorio.

The next session begins on Monday 29 August 2011 at 7.30 pm in the Georgeson Room, Fotheringay Road.

Further details are available from Jaque Watson, Secretary, (jaque@ispin.org).

When was the school inspected? Can I get a copy?

Hutchesons' Grammar School was inspected by HMIE in February 2006. The final report was published in June 2006 and is available on the HMIE website, www.hmie.gov.uk.

What do I do if I have a complaint?

Hutchesons' Grammar School has long prided itself on the quality of the teaching and pastoral care provided to its pupils. However, if parents do have a concern, they can expect it to be treated by the School in accordance with the Parents' Complaints Procedure. This can be found on the School's Website or by requesting a copy from the office at the Primary or Secondary school.



Hutchesons' Grammar School

Primary

44 Kingarth Street
Glasgow G42 7RN
Phone: 0141 423 2700
Fax: 0141 424 1243

Secondary

21 Beaton Road
Glasgow G41 4NW
Phone: 0141 423 2933
Fax: 0141 424 0251
rector@hutchesons.org

Hutchesons' After-School Club

44 Kingarth Street
Glasgow G42 7RN
Phone: 0141 433 4481

Hutchesons' Auldhouse Playing Fields

180 Thornliebank Road
Glasgow G46 7RQ
Phone: 0141 632 4298
Fax: 0141 649 2499

Hutchesons' Educational Trust (Fees and Bursaries)

Phone: 0141 423 2933
Fax: 0141 424 1731
bursar@hutchesons.org

Sports Information Lines:

Boys: 0141 433 4490
Girls: 0141 433 4485

www.hutchesons.org