



June 2017

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Dear Parent/ Carer

We reach the end of a busy school year which has seen so many great achievements and events across the school alongside our core work of raising attainment for all pupils. The highlights are too numerous to mention but range from individual successes to the work of teams and groups across the school and out in the community. It is a real pleasure working with such inspiring young people, staff, parents and community partners.

Looking forward to the new session I would like to cover a few points of information:

### **SQA results**

Pupils who sat exams this session will receive their results on Tuesday 8 August. A letter dealing specifically with this has been issued and is available on the school website. This explains the Post Results Service. A small number pupils may need to use this and/or reconsider their options. Parents can leave a message at the school office however Guidance staff and the Senior Leadership Team will not be able to respond to these until the start of term.

### **Uniform**

Overwhelmingly our pupils wear a good standard of uniform and your assistance in this is greatly appreciated. Visitors always comment on the positive impression this gives. We were close to having all pupils in full uniform this year and a final push focussing on black footwear and the occasional non uniform item can see us reach 100%. The summer holidays is always the time when the shops stock school wear and we would ask that you stock up as well for next year. The school dress code is as follows:

#### **Boys**

Black trousers  
White shirt  
Black knitwear  
School tie  
Black shoes

#### **Girls**

Black skirt or trousers  
White blouse  
Black knitwear  
School tie  
Black shoes

With regard to shoes we ask that they are black however these do not have to be formal shoes. We ask that pupils do not wear jeans. We do not allow Hoodies and ask that pupils have a change of both clothing and footwear for PE.

### **Pupil Information**

Parental contact details and information about young people (including medical and welfare information) often change and we would ask that you contact the school office to ensure the details for your son/daughter are up to date when there are changes. An Annual Data Check form will be issued to each pupil at the beginning of term to enable you to check and update your information.

### **Staff Changes**

As is often the case at the end of a session there are a number of staff retiring. Mrs Skene, Mrs Crawford and Mrs Martin leave us and teaching after long and successful careers. Mrs Reid, Mr Anderson, Miss Dods and Miss Heslop are all moving on to pastures new and we wish them well in their new schools. All have given a huge amount of time and commitment to young people in Portlethen and we wish them all the very best for the future.

As staff leave others join us and we will have 4 probationer teachers beginning their careers in August. They are Miss Jewell (Biology), Miss Bircham (English), Miss Abbott (Home Economics) and Miss Coyle (Physical Education). Mrs MacIntosh returns to the English Faculty after 2 years away though on a reduced number of days. We will also be joined by Miss Stewart (Drama) and Miss Jones as Principal Teacher of Guidance for Cookston House replacing Mrs Crawford. This leaves us with vacancies in English and Modern Languages which we hope to appoint to in the following months. In the interim we have been able to secure supply staffing.

### **Last day of term**

As is our normal practice we will have a full morning of classes with the afternoon given over to a range of wider achievement activities which are being organized by our senior pupils. The day will be a dress down day with the theme of Get Set for Summer.

### **New Session**

The new session begins for pupils at 8.45 am on Tuesday 22 August.

I wish you a relaxing, safe and happy summer and we look forward to seeing our pupils back in August.

Yours sincerely



**Neil Morrison**  
**Head Teacher**