Committed to Care and Excellence

# Gracemount High School

Lasswade Road, Edinburgh, EH16 6TZ
Email: admin@gracemount.edin.sch.uk
Tel: 0131 664 7440 Fax: 0131 664 3902
Website: www.gracemount.edin.sch.uk

**Head Teacher**
Mr Ross Hunter

**Depute Head Teachers**
Ms Tania Peters (Tiree)
Mrs Amanda Lyons (Lewis)
Mr Mark Gregor (Skye)

**Business Manager**
Mrs Anne O'Neil

4 December 2024

Dear Parent/Carer,

**Head Teacher update – December 2024**

During the first week of every month, I release a Head Teacher update with important and relevant information for parents and carers. This will be sent by email and text with a link to the school website page.

I am keen to get an idea of how many people read the update I issue. If you can, please complete this very brief survey by scanning the QR code or clicking the link below.

https://forms.office.com/e/ygz3ZA1i14

Please see updates below.

<table>
<tr><th>Title</th><th>Details</th></tr>
<tr><td>Staffing Update</td><td>Recently we have welcomed Ms Tania Peters and Mrs Amanda Lyons to our school as part of our Senior Leadership Team.<br><br>Details of House Teams<br><br>
<table>
<tr><td></td><td>Pupil Support Leader</td><td>Depute Head Teacher</td></tr>
<tr><td>Lewis House</td><td>Ms Catriona Murray</td><td>Mrs Amanda Lyons</td></tr>
<tr><td>Skye House</td><td>Ms Jasmine McKay</td><td>Mr Mark Gregor</td></tr>
<tr><td>Tiree House</td><td>Mrs Ellie Manczak</td><td>Ms Tania Peters</td></tr>
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<br>We have also welcomed Claire Fillingham to PE on a temporary post.</td></tr>
<tr><td>Attendance and Punctuality</td><td>Reporting an absence<br><br>If your child is unable to attend school for any reason it is important you contact the school on their first day of absence to inform us.<br>This can be done by calling 01316647440, emailing admin@gracemount.edin.sch.uk or by responding to the absence text stating their name, year and reason for their absence.</td></tr>
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| | **School Actions:**<br>1. We will text if your child is absent, please reply to this text.<br>2. A text will also be sent if your child is missing from a period in school. Sometimes there can be errors with this due to late coming, supply staff etc. Please do contact us if you feel this is incorrect.<br>3. If your child is late to class more than 5 times in a week, we will contact home to discuss.<br>4. Please expect contact if your child's attendance is less than 85%.<br><br>We are determined to work with our families in a supportive way. Please do reach out if you want to discuss any aspects of support that might help your child come to school and arrive on time.<br><br>If you are requesting absence during the school term-time please contact the school office who will supply a form that you should complete and send to me. This is an updated procedure and is in place across all schools in Edinburgh. |
| Parent Feedback | As part of my ongoing efforts to foster open communication and support for all our students, I am making a public promise to personally call up to 10 parents each week. My goal is to connect with families, listen to your thoughts and feedback and address any questions or concerns you may have.<br><br>I believe that continuing to build strong relationships with our families is essential to creating a positive and supportive learning environment for our students. These calls will provide an opportunity for us to collaborate in a way that goes beyond emails and meetings, ensuring that each of you feels heard and valued.<br><br>If you are one of the parents I reach out to, I will do my best to schedule a time that is convenient for you. However, if you have any immediate questions or need assistance before that, please do not hesitate to contact me directly via email admin@gracemount.edin.sch.uk or the school's main phone line - 0131 664 7440.<br><br>Thank you for your continued support and partnership. I look forward to speaking with you soon. |
| **Parent Council Consultation** | We are working with our Parent Council and keen to gather your views about the setting of homework. If you could spare a few minutes, would you please complete this questionnaire by clicking on the link below or scanning the QR code.<br><br>The survey closes on 20 December 2024. Results will be shared at our next Parent Council meeting on 21 January 2025. |

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| | https://forms.office.com/e/9FFGnU7CB5 |
| Key Dates | 1. 2 December – Formal assessments start for S4-6 students<br>2. 17 December Options Evening<br>3. 18 December – School Christmas Concert<br>4. 20 December – last day of term – 12.20pm finish<br>5. 6 January – Inservice Day – staff only<br>6. 7 January – Pupils return |

Yours sincerely,
Ross Hunter
Head Teacher