

New Peebles High School 2025

One Peebles: our community where we belong, grow and achieve.



Pupil Information Sheet

Welcome to your new school!

As we settle in, there will be lots to get used to. This information sheet is intended to cover the essentials for the first few days.

Day 1

The new school will be open as usual to pupils from 8am.

You should **enter the building through the main entrance**. All other doors are exits only.

The top of the car park nearest the school is the new ASN drop off zone. Do not walk through the car park as vehicles will be manoeuvring and space is tight. Stay on the designated path from the Bus D to the main entrance.

Please remain in the lower floor social areas until 8.40am.

Maps of the school have been shared on year group Teams and GroupCall.

Readiness to learn

Pupils should come to school each day with a charged iPad and the resources needed for learning.

You will likely need to reset your Proxy Settings the first time you connect to the new Wi-Fi network.

We always **work hard, show kindness** and **contribute**.

Movement around the school

There will be **no bells** to indicate the end of lessons.

Pupils will be released by teachers and need a permission slip to be out of class during lessons.

During lessons, the main entrance and exits are secured. At break and lunchtime, and during lessons if needed, all doors can be used to exit the building, but only the main entrance can be used to enter.

There is no one-way system, but we will all **keep left** to help the flow of people at busy times.

Move calmly and quietly around the building. High levels of noise can be overwhelming to some in our community, so show consideration and kindness by using a moderate volume at all times.

Be **courteous** and **show consideration** for others by holding doors and passing in single file when needed.

Use the four main staircases to move between floors. The amphitheatre steps are narrow, so avoid these as a route between floors.

Social areas

During periods of good weather, pupils are encouraged to move outside during social times. This will be made easier on completion of the demolition and landscaping phase.

Pupils may use the **two Dining areas, Amphitheatre**, front door **Information Hub** area and **Wellbeing Lounge** during break and lunch.

Food is allowed in these areas. All litter must be put in bins. **Leave no trace!**

Prefects will supervise these five social spaces.

The **Wellbeing Lounge is a quiet zone.**

No food should be eaten out with these areas, unless attending a supervised club or activity.

Pupils can also use the Library during break and lunch, but no food or drink is allowed in this space.

The Hub space beside the Library is for S6 only during break and lunchtime. Food can be consumed here at these times as long as no mess is left. This will be under review.

Social spaces are for everyone to enjoy so treat them and the people in them with consideration and respect.

No-access areas

No pupils should be in any teaching or breakout learning space/classroom area at break or lunchtime unless they have an invitation and supervision from a member of staff.

There is no access to CDT, Science breakout or Art breakout spaces during break and lunchtime. There is no seating/furniture in the science and art breakout spaces at present so these will not be available as a social space to begin with.

Pupils should not gather near or sit on garden walls of neighbouring properties.

Neighbours' gardens/properties are strictly out of bounds and should not be entered or passed through for any reason.

Ball games are allowed only in school sports fields where they do not pose a risk to windows or cars, and do not cause annoyance to our neighbours.

We **respect the community** in which we live at all times.

Canteen

There will be a **single morning break** from 10.30-10.45 Monday to Thursday and 10.30-10.50 on Friday.

The canteen is likely to be busier than usual while we establish new routines.

There are two serving areas in the canteen and queuing systems will be in place. Follow instructions from Prefects regarding queueing. Pupils not willing to wait their turn will be asked to leave the canteen.

Pupils are requested to sit down when eating in the canteen. Tables should be cleared of plates, litter etc after use.

The Grab and Go system is worth considering, to minimise your queueing time.

Please be patient while our SLT, Prefect and Canteen teams establish the best way to organise queueing and distribution of Grab and Go in our new space.

The canteen will be busy, especially at morning break so it may be worth bringing a snack to ensure you will have something to eat until we can establish a reliable routine.

Amphitheatre

This space is **for use at break and lunchtime only**, unless with a teacher.

Use the small steps at each side when ascending and descending.

All litter must be removed and any spillages reported to the cleaners on hand to avoid accidents.

High standards of behaviour are needed in this area at all times. Those not willing to do this will lose the privilege of using this space.

Library and Library Plaza

The library is for **S6 quiet study** during class time, when not timetabled to a class.

The **Reading Room is a silent study area** at all times, and if you choose to go in, you must respect this.

The library is available for all students and staff, before and after school, at break and at lunch time.

The Library Plaza is the Library overspill area and can be used for quiet study by S6 during study periods, and by anyone at break and lunch. No food or drink is allowed.

Only water can be consumed in this space. No food or juice at any time.

Toilets

All cubicles are fully self-contained with a toilet and sink.

Pupils wanting to use the toilets during lesson time require a permission slip (or toilet card) to be out of class.

There are four male and four female blocks of toilets (two of each on each floor) as well as gender neutral toilets on the first floor by Social Subjects.

Accessible toilets are located in all toilet blocks, and available for pupils and staff.

The toilets next to BCT are for staff only.

Look after your brand-new toilets, as we've waited a long time to get them!

CCTV monitors the corridor entry to toilet blocks.

Study spaces

The S6 study spaces are the Library, Reading Room and Library Plaza during lesson time.

The **S5 supervised study space is the Dining Areas**. This will be a **silent study space**.

Uniform

Dress code remains the same, with the expectation of high standards from all students. Pink demerit slips will be issued to those not meeting these expectations.

Attendance

Lessons start at 8.50am sharp.

Pupil absence must be explained. Parents may text or telephone the school to give a reason for absence.

Attendance monitoring is carried out by Pastoral staff and PSAs.

Pupils who will be missing a timetabled class for an appointment or event should inform their teacher of their planned absence and ask what work should be completed.

S6 pupils who are on a timetabled study period must sign in at the library and remain there until the end of the lesson. Signing out is only needed if an appointment takes the pupil out during the lesson.

All pupils must report to reception before leaving the premises during lesson time. S1-S5 must have parental permission to sign out of school, and the school should be informed of this.

If ill, pupils must report to the school first aider at reception who will contact parents if necessary.

Special signing-out arrangements exist for S6, once agreed on an individual basis, for non-timetabled periods.

Lateness

The school uses electronic registration for managing lateness.

Latecomers should report to reception on arrival to sign in.

Lateness monitoring is carried out by Pastoral staff and PSAs. Persistent lateness will be identified and a range of supports and sanctions will follow to improve timekeeping and encourage punctuality.

Property

School property, including iPads, classroom resources, furniture and the building itself, must be always **treated with care and respect**. Pupils may be required to pay for damage/loss.

No bags/property should be left around the school.

Lost property should be handed in at reception.

Mobile phones or personal electronic equipment must be on silent/switched off and placed in trays or left in bags during lessons unless permission has been agreed with the teacher.

Ear buds/headphones should not be worn during lessons except with permission.

Fire alarm

There are no bells so an alarm will only sound in an emergency.

During the fire alarm, fire curtains will drop from the ceiling in balcony areas.

For this reason, pupils should not lean on the balconies or place personal items on them at any time.

New evacuation routes will be shared.

Previous muster points on the 2G pitch remain unchanged.

There will be a fire drill on the Thursday of the first week.

Litter

Our new school is a chance to raise our standards.

We all deserve to have a clean and inviting environment, inside and outside school.

Please use the litter bins provided and encourage each other to do the same.

It is your school so have high expectations of each other and challenge those who fall short of our shared values.

Chewing gum

Chewing gum is not allowed in the new building. Please help us to keep the building looking good for everyone to enjoy.

S5/6 Parking

During the demolition of the old building, there is very limited parking on site. There is only enough parking for staff permit holders and visitors.

No pupil cars permitted on school grounds at any time and should not be parked near the school on Springwood Road for safety reasons.

Consequences and Sanctions

For pupils who fall short of expectations, sanctions will be put in place in line with the school's behaviour policy. This may include losing the privilege of accessing shared social spaces at break and lunchtimes.

Review process

It will take time to iron out some of the details of how we use our new school.

The plans above will be reviewed at the end of November, and sooner if particular issues are identified.

Your feedback on what is working well, what is not working as we had hoped, and suggested solutions will be welcome from day 1.

A QR code and link to a Feedback Form will be shared on year group Teams, and with parents and carers, and a drop box will be placed at reception for those who like to do things old school!

Change can sometimes be a challenge. You can contact your Pastoral teacher, or any member of staff, if you need support at any time.

Prefects will also be on hand to offer day-to-day support and directions. You may well get lost at some point over the next few weeks, but we'll all be lost together!

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