

# KELSO HIGH SCHOOL

Tel: (01573) 224444  
Fax: (01573) 227340  
kelsohs@scotborders.gov.uk



Kelso High School  
Bowmont Street  
KELSO  
TD5 7EG

*Head Teacher : Mrs Jill Lothian*

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JL/SC

3rd November 2017

Dear Parent/Guardian,

## **Move to New School Building**

As we enter our final days of operation in the current school building that has been our home for 78 years, I would like to share information and arrangements about our move to the new school site on Angraflat Road.

## **Closure Days**

Before the end of last session, I wrote to you to let you know that we would require closure days to allow staff to pack and unpack. A reminder of the key dates below:

Wednesday 8 <sup>th</sup> November	School closed to pupils to allow staff to pack
Thursday 9 <sup>th</sup> & Friday 10 <sup>th</sup> November	In Service Training
Monday 13 <sup>th</sup> November	School closed to pupils to allow staff to unpack
Wednesday 14 <sup>th</sup> November	Pupils return - First day in new building

## **Orientation Visits**

As you will appreciate, moving to a new school is a big challenge! While everyone is excited, there may be some natural feelings of trepidation too. To help ensure a smooth transition, we plan to take pupils to visit the new building on Monday 6<sup>th</sup> November. This will be done by House in Registration Groups within the time slots below:

9:00am - Bowmont House  
11:15am - Kale House  
1:45pm - Teviot House

The logistics of moving more than 600 people from one site to another means that we will require to suspend the timetable and pupils will be in Registration Groups for the day on Monday 6<sup>th</sup> November. While normal classes will not operate, we will be making good use of the time to brief pupils on a range of topics in preparation for the move. Please can we ask that you ensure that your youngster is in usual school uniform.

## **Tuesday 7<sup>th</sup> November**

Please ensure that your youngster arrives at school as normal, in school uniform. The day will run with current timetabled classes, however our school Armistice Service will take place at the War Memorial within school grounds at 10:50am.

Our final farewell to the school building will take place at 3:15pm. The whole school will follow our town Pipe Band from the back of the school and along past our school flag. Our Head Team will then lower the flag for the last time at the current building. Parents and members of the public are welcome to join us at either of these ceremonies.

### **Arrangements for Catering at the New School**

The new facilities for catering and dining will be one of the biggest improvements to the pupil experience and our school catering team have been hard at work coming up with new menus and a new approach for the new setting.

We are very pleased that we will be the very first school in Scottish Borders which will be able to take advantage of the latest technology in biometrics to ensure that meals and snacks are paid for as quickly and efficiently as possible. Essentially, pupils will access their account via a fingertip reader rather than through a PIN or a swipe card, saving time for pupils and staff and avoiding the possibility of lost cards and forgotten numbers. **Further information is attached including a parental consent tear off slip which must be completed and brought to school with your youngster on Monday 6th November. If any parent does not wish their child to take part in this scheme you must let the School Office know by 9:00am on Monday 6th November.** If you have any questions, please contact the School Office.

### **First Day for Pupils - Tuesday 14th November**

In order for us to celebrate the opening of the new school there will be a small ceremony. We are asking all pupils to arrive at the new building for our usual start at 8.50am and make their way to the back playground. Following the official cutting of the ribbon our young people will be piped round to the front of the school and walk into the new building via our front door.

### **Open Day**

The date of the official opening of the new school has yet to be confirmed however it is likely to be sometime in the summer term. Please note that it is our intention to hold tours of the new school as part of our Memories Project. We would like to invite parents and members of the community to see around the new building at one of the following times:

Thursday 16<sup>th</sup> November - 4:00pm or 5:00pm  
Friday 17<sup>th</sup> November - 2:00pm or 3:00pm  
Saturday 18<sup>th</sup> November - 10:00am and 11:00am

Finally, I would like to thank parents for their support at this particularly busy time for the school. Along with school staff, I look forward to welcoming your youngsters to the new school and beginning a new chapter in the history of Kelso High School. In the meantime please do get in touch if you have any question or concerns.

Yours sincerely,



Jill Lothian  
Head Teacher

### **New School Contact Details:**

Kelso High School  
Angraflat Road  
Kelso  
TD5 7NL

T: 01573 227440

E: [KelsoHS@scotborders.gov.uk](mailto:KelsoHS@scotborders.gov.uk)

Facebook: @KelsoHighSchool  
Twitter: @KelsoHS  
Instagram: kelsohighschool