



**“The Best Education Today For the People of Tomorrow”**

**Senior Phase**

**Curriculum Guidance 2021 - 2022**

# CONTENTS

<b>INTRODUCTION</b>	<b>PAGE</b>
Qualifications Information .....	1
Curriculum Structure.....	3
Coursing for S4 .....	3
Coursing for S5 .....	4
Coursing for S6 .....	5
Courses in Other Establishments .....	6
The Course Choice Process .....	7
Procedures for Selection .....	7
Opportunities for Adult Students .....	8
The Learning Resource Centre (Library).....	9
The Careers Adviser .....	10
S3 into S4 Course Choice Sheet.....	11
S4/5 into S5/6 Course Choice Sheet .....	12

Welcome to our 2021-22 Senior Phase Course Choice booklet. This booklet contains information and advice for students entering S4, S5 and S6 and also for adult learners, whom the school is pleased to welcome into senior classes. There is a special section on Page 8 which is addressed specifically to prospective adult students.

The full version of our Course Choice Booklet is available online or on request. In the full version all the Faculties in the school have included a description of the courses available and the levels offered in each subject.

Subject entries include a section indicating the recommended entry for students considering a particular course. There are entry requirements for all Advanced Higher, Higher and National courses, though some cater for beginners. If students cannot meet the entry requirements they should look at another choice.

The Senior Phase of education, S4-6, leads students on the path to National Examinations and Qualifications. This should give each learner increasing opportunities for exercising responsible personal choice as they move through their school career. Our curriculum responds to individual needs and supports particular aptitudes and talents.

### **The Qualifications Offered**

The five levels of courses are:

- **National Progression Awards (NPAs) at SCQF Level 4/5/6**
- **National 3**
- **National 4**
- **National 5**
- **Higher Level**
- **Advanced Higher**

### **How are the qualifications assessed?**

Schools mark and assess **National 1 - National 4**. Courses at **National 5, Higher and Advanced Higher** levels still include work which is assessed by schools, but for these qualifications, learners will also have to pass an additional assessment – usually a question paper and/or an assignment – which is marked externally by the SQA. Assessment methods for the new qualifications are appropriate to the subject and level learners are studying. For example, National 4 Geography case studies have different demands from a Higher Geography case study.

The SQA work closely with schools and colleges to implement robust quality assurance procedures that will ensure all our assessments are fair, consistent and continue to meet national standards. All marking will be moderated and verified. For more information on assessment, visit SQA's website: [www.sqa.org.uk](http://www.sqa.org.uk)

### **How are the qualifications graded?**

Courses contain work which is assessed and marked throughout the year by teachers. For example, teachers mark assessments such as PE or Drama performances and English listening and talking assessments.

These are 'Units' of work which are marked as pass or fail in all National Qualifications.

Individual subjects at National 1 - National 4 levels are not graded but marked overall by pass or fail.

If a learner fails an end of year assessment/exam, they will receive credit for what they have achieved at that level. Subjects at **National 5, Higher** and **Advanced Higher** are graded A to D.

### **Selecting a Course of Study for the Senior Phase**

Students in S4/5/6 can select a combination of courses at different qualification levels.

This booklet contains information about all the subjects which appear on the S4/5/6 Option Sheets (pages 11 and 12). It is, therefore, important to read about ALL the subjects to make an informed choice.

### **Investigating Course Choice**

Senior Phase course choices have significant impact on future career and educational opportunities. Before making choices about courses to study, it is important that students find out as much as possible about the available subjects. A little research at this stage ensures that mistakes are not made in choosing inappropriate courses.

Within the school students can obtain valuable information by:

- Asking for advice on course choice from their Guidance Teacher or Subject Teachers;
- Making an appointment with the school Careers Adviser to find out about job/career opportunities;
- Visiting the school careers library situated in the school library. The library also has details on all the courses available at the colleges and universities throughout the UK.
- Registering and using the website "My World of Work".

We encourage students to create a senior phase plan and consider the 'total bank of qualifications' with which they would hope to leave school with. This means they should consider their planned point of exit from school and, therefore, consider their course choice over one, two or three years to ensure that they make the best use of their talents and abilities and take full advantage of the opportunities offered by the school.

## Dunbar Grammar Senior Phase Curriculum Structure

Our aim is to ensure that S4 – S6 students have a similar access to a wide range of courses and that students can select a course of study based on their individual abilities and requirements.

### Long and Short Courses - National 3, 4 and 5

Our National Qualifications are offered as 'long' and 'short' courses.

**Short Courses** are studied for 3 periods per week and are available at NPA level 4/5, National 3, 4 and 5 levels. Students are able to study a National Qualification as a short course if they have sufficient experience in S1 – S3. This will normally mean that it is a subject that they have specialised in within a Faculty as a 'personalisation' subject in S2 and/or S3. It also may be available to S5/6 students, if they have studied the subject in S4/5. Students should refer to the individual subject pages to find out if a particular short course is an option for them.

Some subjects are only offered as short courses, for example Travel and Tourism.

**Long Courses** are studied for 6 periods per week and are also offered at NPA level 4/5/6, National 3, 4 and 5 levels. They are open to all students, regardless of their previous experience in the subject. Students may choose to study a subject as a long course for various reasons. For example,

- It is a subject that they 'dropped' earlier in their school career and would like to study again.
- It is a subject that the student really enjoys and may envisage studying to Higher level. By taking a long course option, it will allow them to further develop their skills and knowledge, preparing them for further study.
- It is a subject that the student enjoys but feels they may benefit from having increased time.

Some subjects are only offered as long courses – Catering and Events, Practical Cookery, Music Technology, Spanish.

### Coursing for S4

All students are required to study English and Mathematics at National Level for 3.5 periods per week.

In addition to this, all students will study 1 period of Religious and Moral Education, 1 period of Personal and Social Education and 2 periods of Physical Education.

Previously students usually studied 8 subjects in S4 followed by 5 in S5. With our new, more flexible curriculum, students can select the number of subjects appropriate to their needs.

We would very much encourage students to consider their 'Senior Phase' years as a whole, and plan the total bank of qualifications they would hope to attain by the time they leave school.

This means our students can attain between 6 and 8 National Qualifications in S4. The number they study depends on their own plans and preference. **Please note that all students are required to study at least 1 long course.** The table below summarises the combination of long and short courses students can take.

Number of Long Courses	Number of Short Courses that can be chosen	National English and Maths	Total number of Qualifications
1	5	2	8
2	3	2	7
3	1	2	6

### Likely Levels of Study

All S3 students will be issued with a personalised Likely Level of Study sheet. This will detail all subjects offered and will indicate if a short course is an option for the student. It will also include teachers' estimated level of study for the student in S4. Final levels of presentation in S4 are decided after Christmas and are based on student attainment throughout S4.

### Coursing for S5

Students whose sixteenth birthday falls on or after the 1st October cannot leave school until the end of the autumn term, even if employment can be obtained. In a few cases, it may be possible for students to begin a full-time college course or extended work experience. S5 students are expected to be fully coursed. In addition, they will have access to PSE and core.

In exceptional circumstances, alternative arrangements may be considered after a full discussion between parents/carers, students, the Pupil Support Team and a member of the Senior Management Team.

### Number of Qualifications

Previously students usually studied 5 subjects in S5. With our new, more flexible curriculum students can select the number of subjects appropriate to their needs. Students in S5 and S6 now have increased access to National Courses if they wish. Some examples of possible combinations are detailed below

- 5 Highers (5 qualifications)
- 3 Highers and 2 Long National Courses (5 qualifications)
- 3 Highers, 1 long National Course and 2 short National Courses (6 qualifications)
- 1 Higher, 2 long National Courses and 4 short National Courses (7 qualifications)

### **Coursing for S6 (General)**

The study time which sixth year students are given within the timetable allows them to take a measure of responsibility for their own learning.

S6 students are expected to arrange their study periods within the department whose course they are taking or in the school library.

### **Course Requirements for S6**

All S6 students must take four full columns of courses. This can be made up of a combination of Highers, Advanced Highers, Nationals (Long or Short courses) or College courses.

### **S6 Obligation**

In addition to their course S6 students are expected to dedicate one period per week to support the school (School Service). This can involve a number of opportunities, examples of which are listed below.

Helping in Support for Learning e.g. buddying or paired reading

Helping in Pupil Support

Library Assistant

Helping in a local primary (with agreement)

Website development/maintenance

Newsletter

Recycling environmental work

Helping in a particular subject department

Janitorial support

Community Litter Warden

Office support

Voluntary work

Technician support

School environment and display

Supporting clubs in school

Clearly this list is not exhaustive and students will be encouraged to come up with their own ideas.

## **Courses in Other Establishments**

### School to College and External Partnership Course Choices.

As the world of work and employment changes, due to new demands and a rapidly evolving workplace, the range of opportunities that we provide to our students, to be successful in the future, also grows.

We recognise that our young people have a vast range of skills and abilities, not all of which can be best utilised by studying courses within our school. Therefore at Dunbar Grammar School we work in partnership with a number of agencies to offer a comprehensive coursing structure which best suits the needs and future aspirations of all our learners.

Students in the senior phase can chose to gain some of their qualifications in partnership with other agencies such as Edinburgh College, Queen Margaret University, East Lothian Works, in other schools via Skills Development Scotland or the Open University.

These courses not only offer specialist tuition but may also include practical elements in a realistic working environment. Depending upon the course chosen, students will develop a range of skills which may include independent study, specialised vocational skills or work experience opportunities, for example Foundation Apprenticeships.

You will find these courses, offered within other establishments, in column two of our course choice sheet which is also known as our 'travel' column.

The school timetable will allow students choosing to study courses out with Dunbar Grammar School time to travel to their course location, with minimum disruption to the rest of their schooling. This will include being timetabled in to these options during periods 6 and 7 on a Tuesday and Thursday.

To ensure equity for all, all transport costs will be provided to students; however the mode of transport (i.e. public transport or specifically organised private transportation) will be dependent upon a number of factors such as course location, the number of students selecting a course and the number of students from other schools who will be attending the course.

Please note that, as reflected in the world of work, some courses may run beyond the end of the traditional school day and may also include periods of work experience during school holidays. The benefit of this is that students develop close relationships with employers and develop clear pathways in to the world of work, or future qualifications such as modern or graduate apprenticeships.

## The Course Choice Process

Event	Date for S3 into S4	Date for S4 into S5	Date for S5 into S6
<b>Parents Information Evening</b>	26 <sup>th</sup> January 2021	1 <sup>st</sup> March 2021	1 <sup>st</sup> March 2021
<b>Likely Level of Study Issued</b>	Week beginning 25 <sup>th</sup> January 2021	Week Beginning 1 <sup>st</sup> March 2021	Week Beginning 1 <sup>st</sup> March 2021
<b>Parents/Carers Consultation Evening</b>	3 <sup>rd</sup> February 2021	9 <sup>th</sup> March 2021	9 <sup>th</sup> March 2021
<b>Course Choice interviews</b>	16 <sup>th</sup> – 19 <sup>th</sup> February 2021	10 <sup>th</sup> – 24 <sup>th</sup> March 2021	10 <sup>th</sup> – 24 <sup>th</sup> March 2021

### Procedures for Selection

Choices should be made using the Course Choice Sheet (page 11 for S4 options and page 12 for S5/6 options).

In column 1, all S4 students will study English and Maths. In Column 5, all S4 students must study a short National Course.

In columns 2, 3 and 4, **National courses** are available as long and short options. If a student wishes to select National courses from these columns they should then choose 1 long course or 2 short courses. If a student is selecting short courses, 1 should be from the 'A' side of the column and the other from the 'B' side of the column. **Column 5B short courses are for S5/6 students only.**

**Higher courses** are available in all five columns.

Some **Advanced Higher courses** are listed in columns on the course choice sheet. Others are listed at the side of the course choice sheet. They can be selected at the coursing interview. There is potential at Dunbar Grammar to offer Advanced Highers in Art and Design, Biology, Business Education, Chemistry, Computing, English, French, Geography, German, Graphic Communication, History, Maths, Modern Studies, Music, PE, Physics and RMPS. The decisions as to whether an Advanced Higher course will run and the periods allocated to it are dependent on numbers of students.

Students should agree their choices with their parent/carer and then bring all of the information to the coursing interview, at which point the final coursing sheet will be agreed and signed off by the student, school and the parent/carer.

Whilst every effort will be made to give students their chosen subjects, no guarantee can be made.

## **Opportunities for Adult Students**

We are committed to encouraging and supporting adults who are interested in returning to education.

The first step is to contact Mr Maxton on 01368-863339 and arrange a meeting to discuss options. Arrangements will then be made to meet the subject teacher(s) to discuss course details, time-tabling etc.

Our library staff will provide support for studies including access to computers at certain times.

We are also able to provide guidance and information regarding access to training courses, further education and job opportunities through our Careers Adviser, Lynn Telford (see page 10).

Dunbar Grammar School is a venue for evening classes organised through the Council's Adult Education Programme, contact number 01620 829 908. Information regarding any new courses will be published in the local press.

We are keen for local people to let us know about classes and courses they would be interested in. Please call the Continuing Education office on 01620 827 827 with your ideas.

As an adult student you are welcome to attend the meetings and activities of the Dunbar Grammar School Association – details are available from the school.

## **The Learning Resource Centre (Library)**

S6 students may spend time studying in the library. These study periods form an important part of students' education, as they allow students to develop their own methods of tackling assignments and to learn self-discipline in relation to their work.

A fully-qualified librarian is on hand to offer advice about the best sources to use and how to extract relevant information from them.

The following facilities are available to all seniors.

1. Curriculum Support Material

The Librarian liaises with the teaching staff to make sure that books and other items, relevant to each of the subjects studied, are stocked in the Learning Resource Centre.

2. Information Literacy

The development of information-handling and study skills is important to students, not only to ensure that they achieve the best possible results but to prepare them for life after school. Everyone nowadays is surrounded by increasing amounts of information. Students must learn how to evaluate both printed and electronic sources of information.

Developing these skills is part of the work of a school librarian. The librarian is happy to help students during their study periods and they should not hesitate to ask for assistance.

3. Careers Library

The Librarian works closely with the Guidance Staff and the Careers Adviser to ensure that senior students receive the advice they need when making career choices. In the Learning Resource Centre there is information about many careers and copies of the prospectuses for British Universities and Colleges. These are available for all students to consult.

Students can also access careers websites to help with their career and course choices.

4. Information Technology

The computers in the Learning Resource Centre allow access to the Internet and online information sources such as Issues Online and sites relating to colleges, universities and job-hunting.

If you have any queries regarding the use of the Learning Resource Centre, please contact Charlotte Todd (Librarian).

## The Careers Adviser

After S4 there are several options open to students:

- **Staying on at school** - this involves selecting relevant subjects to be studied during S5 or S6 and needs careful consideration. The Careers Adviser can discuss career ideas and help students select appropriate subjects.
- Many students will be aiming to enter **Higher Education** after completing S5/6 - the Careers Adviser can give information about the range of courses offered by universities and colleges and discuss entry requirements and graduate destinations.
- **Going to college** - the Careers Adviser can provide information about suitable courses, entry requirements, progression routes and funding.
- **Training** - the Careers Adviser can give information about training provision including availability, vocational qualifications and training allowances.
- **Entering employment** - the Careers Adviser can raise awareness of Modern Apprenticeships, local labour market opportunities and discuss the qualifications, skills and personal qualities required.

Information on all of the above can be found on the Career Website “My World of Work” [www.myworldofwork.co.uk](http://www.myworldofwork.co.uk)

The Skills Development Scotland Careers Adviser for Dunbar Grammar is **Lynn Telford**. Students can arrange to see the Careers Adviser by requesting a **careers interview** – this can be done by emailing Deirdre or Lynn or through their guidance teacher. In addition, students can speak to the advisers in the resource centre.

When not in school, the Careers Adviser can be contacted at:

Skills Development Scotland  
Adam Ferguson House  
Eskmills Park  
Station Road  
MUSSELBURGH  
EH21 7PQ  
Tel: 0131 665 3120

e-mail: [lynn.telford@sds.co.uk](mailto:lynn.telford@sds.co.uk)

## Dunbar Grammar School – S3 into S4 Course Choices

Column 1	Column 2 TRAVEL COLUMN (Tues and Thur pm)	Column 3	Column 4	Column 5				
A	B	C	D	E	F	G	H	I
<b>SHORT COURSES - 3 periods per week</b>								
All students will study;  National Maths for 3.5 periods per week  and  National English for 3.5 periods per week	<b>2A</b>	<b>2B</b>	<b>3A</b>	<b>3B</b>	<b>4A</b>	<b>4B</b>	<b>5A</b>	
	Engineering Science	German	Computing	Biology	Modern Studies	Chemistry	Travel and Tourism	
	History	Chemistry	Modern Studies	RMPS	Physics	Graphic Communication	Physics	
	French	PE	N4/5 Admin and IT	Geography	Biology	History	Physics N4	
	Business Management	Nat 5 Media	Environmental Science	Business Management	Geography	Biology	Geography	
			NPA Drawing L5	NPA Painting L5	Drama		German	
			PE				PE	
							RMPS	
							Childcare	
							Modern Studies	
						Maths N5* Top Up		
						Music		
<b>LONG COURSES - 6 periods per week</b>								
	Physics		History		Catering and Events			
	Practical Woodworking		Chemistry		Art & Design			
	Modern Studies		Drama		Business Management			
	Art & Design		Physics		Computing			
	Music		Practical Cookery		Geography			
	French		Graphic Communication		Design & Manufacture			
	Biology		Music Technology		Biology			
	Engineering Science		Admin and IT		PE			
	Practical Cookery				Chemistry			
					John Muir Award			
				Spanish				
<b>College School Partnership</b>								
		College Courses/ Foundation Apprenticeships						

## Dunbar Grammar School – S4 and S5 Course Choices

Column 1	(Tues and Thur pm)	Column 3	Column 4	Column 5				
<b>SHORT COURSES - 3 periods per week</b>								
	<b>2A</b>	<b>2B</b>	<b>3A</b>	<b>3B</b>	<b>4A</b>	<b>4B</b>	<b>5A</b>	<b>5B</b>
	Engineering Science	German	Computing	Biology	Modern Studies	Chemistry	Travel and Tourism	Performance and Sports
	History	Chemistry	Modern Studies	RMPS	Physics	Graphic Communication	Physics	Scottish Studies
	French	PE	N4/5 Admin and IT	Geography	Biology	History	Physics N4	\$5/6 Numeracy and Personal Finance
	Business Management	Nat 5 Media	Environmental Science	Business Management	Geography	Biology	Geography	
			NPA Drawing L5	NPA Painting L5	Drama	NPA Acting & Perf	German	
			PE				PE	
							RMPS	
							Childcare	
							Music	
							Maths NS* Top Up	
							Modern Studies	
							Sports Leaders	
<b>HIGHER COURSES - 6 periods per week</b>								
Biology	English	English	Maths	Maths				
Geography	PE	Maths	English	Drama				
Music	Modern Studies	Physics	Geography	History				
PE	Physics	Graphic Communication	Design and Manufacture	Human Biology				
Politics	French	Chemistry	Business Man	English				
Chemistry	RMPS	History	Music Technology	Art & Design				
Human Biology		German	Modern Studies	Photography - S6 ONLY				
Business Management		Admin and IT	Spanish	Biology				
Engineering Science				Computing				
<b>LONG COURSES - 6 periods per week</b>								
Biology	Physics	History	Catering & Events	Maths				
Music	Practical Woodworking	Chemistry	Art & Design	NPA Communication				
RMPS	Modern Studies	Drama	Business Management	Art & Design				
Business Management	Art & Design	Physics	Computing	History				
	Music	Practical Cookery	Geography					
	French	Graphic Communication	Design & Manufacture					
	Biology	Music Technology	Biology					
	Engineering Science	Maths	PE					
	English	Admin and IT	Chemistry					
	Practical Cookery		John Muir Award					
			Spanish					
<b>College School Partnership</b>								
	College Courses/ Foundation Apprenticeships							
<b>Advanced Highers</b>								
Art & Design	Music Technology	Biology	English	Chemistry				
PE	Geography	Modern Studies	Maths	Music				
Physics				Drama				
History								

<b>Advanced Highers</b>	
Business Education	
English	
French	
German	
Graphic Comm	
RMPS	



