



WALLACE HIGH SCHOOL

**OPTIONS INFORMATION ~
S3 (NEW S4) ~ JANUARY
2026**



- **MR SNEDDEN ~ S3/4 YEAR HEAD AND CURRICULUM OVERVIEW**
- **MR MURRAY ~ PUPIL SUPPORT LEADER**
- **MRS LAFFERTY ~ SDS (CAREERS ADVISOR)**

School App for Parents

Please download **School App for Parents** that lets you see news, dates and receive important messages.



Scan the QR Code or search for **School App for Parents** in the Google Play or Apple App Store. When you have downloaded the app please search for our school name to see our dates, news and receive messages.



ACCESSING INFORMATION

SCHOOL APP FOR PARENTS

SCHOOL WEBSITE:

S4 Course Choice Booklet 2026

WE VALUE A CULTURE
THAT SUPPORTS EQUITY
OF OPPORTUNITY AND
ASPIRATION...

We encourage pupils to make decisions based on the evidence of their school experience and wider life to date.

This means considering your course options by taking fully into account your strongest subjects and those you enjoy and work hardest in.

You have had lots of feedback on this in your first three years in school and so you should have a good idea of your strongest areas and those that you, broadly, wish to continue to study. Lots of evidence informs this:

...BALANCED
WITH
EVIDENCE-
BASED
DECISIONS

...WHAT CHOICES?

Depends on performance in prior stage!

Choose your **5 BEST** subjects (+ English & Maths)

University/college entrance qualifications?

Are any subjects required for your chosen/possible career?

Maximise **your** skills

Plan courses over **3 years (think S4 & S5 into S6)**

Advice from: Pupil Support Leaders/ Subject Specialists/ Careers (SDS)/ My World of Work...don't be afraid to ask your teachers lots of questions about this...



S4 OPTIONS 2026/27

- 7 FULL SUBJECT COURSES
- 4 PERIODS EACH + 2 x CORE PE + 1 x CORE RMPS + 1 x FLEXIBLE STUDY SUPPORT/HWB
- ENGLISH, MATHS AND FIVE ‘OPEN’ OPTIONS
- ENCOURAGE BREADTH BUT THE OPTION FOR SPECIALISM AND FOCUS IS THERE
- THERE ARE A RANGE OF COLLEGE OPTIONS FOR PUPILS – PLEASE DISCUSS WITH PUPIL SUPPORT
- ALL PUPILS MUST CHOOSE ONE BACK-UP OPTION IN CASE A SUBJECT IS OVER-SUBSCRIBED

Wallace High School



New S4: Course Choice Booklet

Curriculum for Excellence: Senior Phase
January 2026

DETAILS FOR ALL
COURSES ARE
AVAILABLE IN OUR
ONLINE COURSE
CHOICE BOOKLET

S4 Course Choice Booklet 2026

ADMINISTRATION & IT

National 5, National 4

Administration and IT is a crucial discipline that spans every sector, ensuring a wide array of career opportunities. The National 5 course is highly practical, immersing candidates in real-life administrative tasks and engaging activities pertinent to the workplace. The course places significant emphasis on developing core, transferable life skills and demonstrating how to apply them effectively.

The course is designed to equip candidates with essential administrative and IT skills, coupled with an understanding of the related theoretical concepts. This comprehensive approach enables them to effectively support and contribute to the operations of various organisations.

Specifically, the course allows candidates to:

- Develop a foundational understanding of administration theory in a professional workplace context.
- Master key IT skills and apply them efficiently to perform practical administrative tasks.
- Acquire valuable organisational skills through the practical experience of planning and supporting events.

Both courses comprise of two areas of study:

Theory

Candidates are introduced to the responsibilities of organisations, the skills/qualities and tasks (duties) of the administrative support function, and the impact of these in the workplace.

IT applications

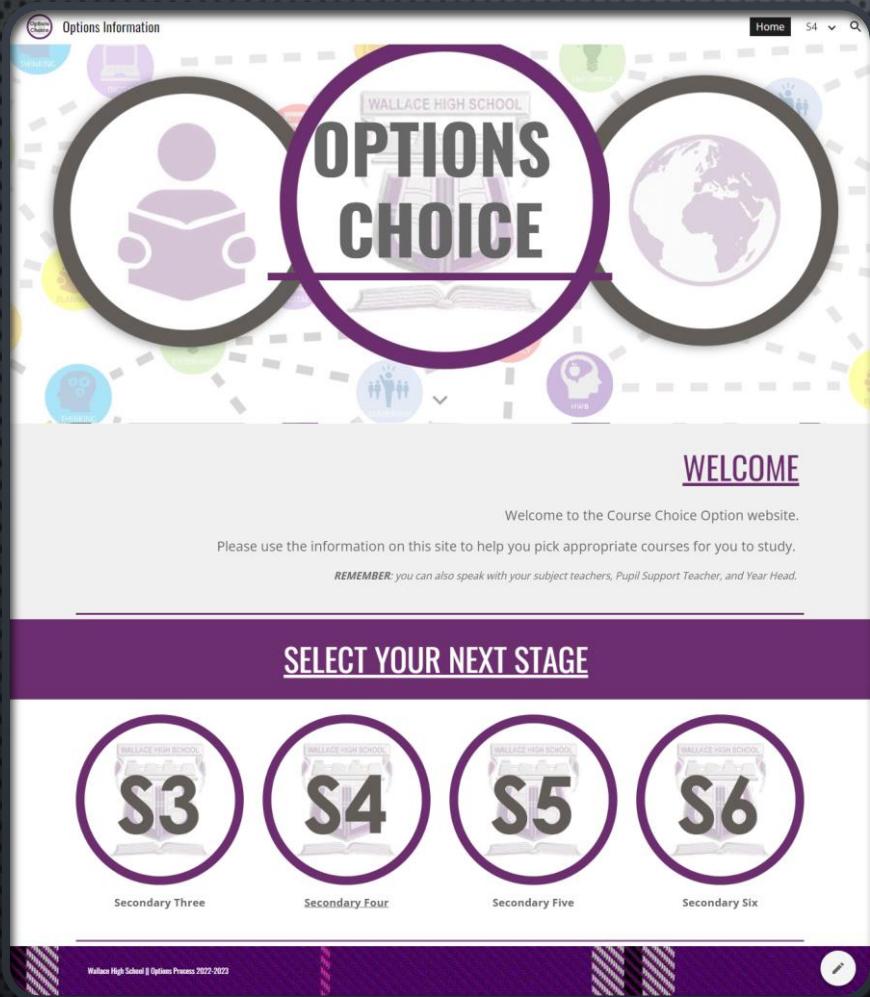
Candidates develop skills in IT, problem-solving, organising, and managing information. They select IT applications to create and edit business documents, gather and share information, and develop skills to communicate information.

Assessment

Pupils will be given regular homework and progress will be monitored by regular assessments.

National 4 - Continuous internal assessment. In addition to this, there is an Added Value assignment.

National 5 - Course Award is based on an SQA Course assignment (60%) and external SQA exam (40%).



The image shows a screenshot of the Wallace High School Options Choice website. The page features a header with the school's name and a 'WELCOME' section. A large, central purple circle contains the text 'OPTIONS CHOICE'. Below this, a purple banner says 'SELECT YOUR NEXT STAGE' and lists four options: 'S3 Secondary Three', 'S4 Secondary Four', 'S5 Secondary Five', and 'S6 Secondary Six'. The website has a light purple and white color scheme with various icons related to education and learning.

Options Information

WALLACE HIGH SCHOOL

OPTIONS CHOICE

WELCOME

Welcome to the Course Choice Option website.

Please use the information on this site to help you pick appropriate courses for you to study.

REMEMBER: you can also speak with your subject teachers, Pupil Support Teacher, and Year Head.

SELECT YOUR NEXT STAGE

S3
Secondary Three

S4
Secondary Four

S5
Secondary Five

S6
Secondary Six

Wallace High School | Options Process 2022-2023

OPTIONS WEBSITE – LIVE FRIDAY

S4 Options ~ Online Form (Live from Friday 9th) on the S3 Google Classroom

In January, all pupils in S3 will choose the subjects that they would like to study in S4.

Course Choice Booklet can be viewed here:

https://docs.google.com/document/d/1Mf3Kdx3wjGwCB2Tsx2KrCfVeBfNnu99U_SxiRxesVLc/edit

Please note:

- Hospitality & Health and Food Technology: financial contributions will be required from all participants within the course
- * Physical Education and Dance

***Required**

Name *

Your answer

Tutor Group *

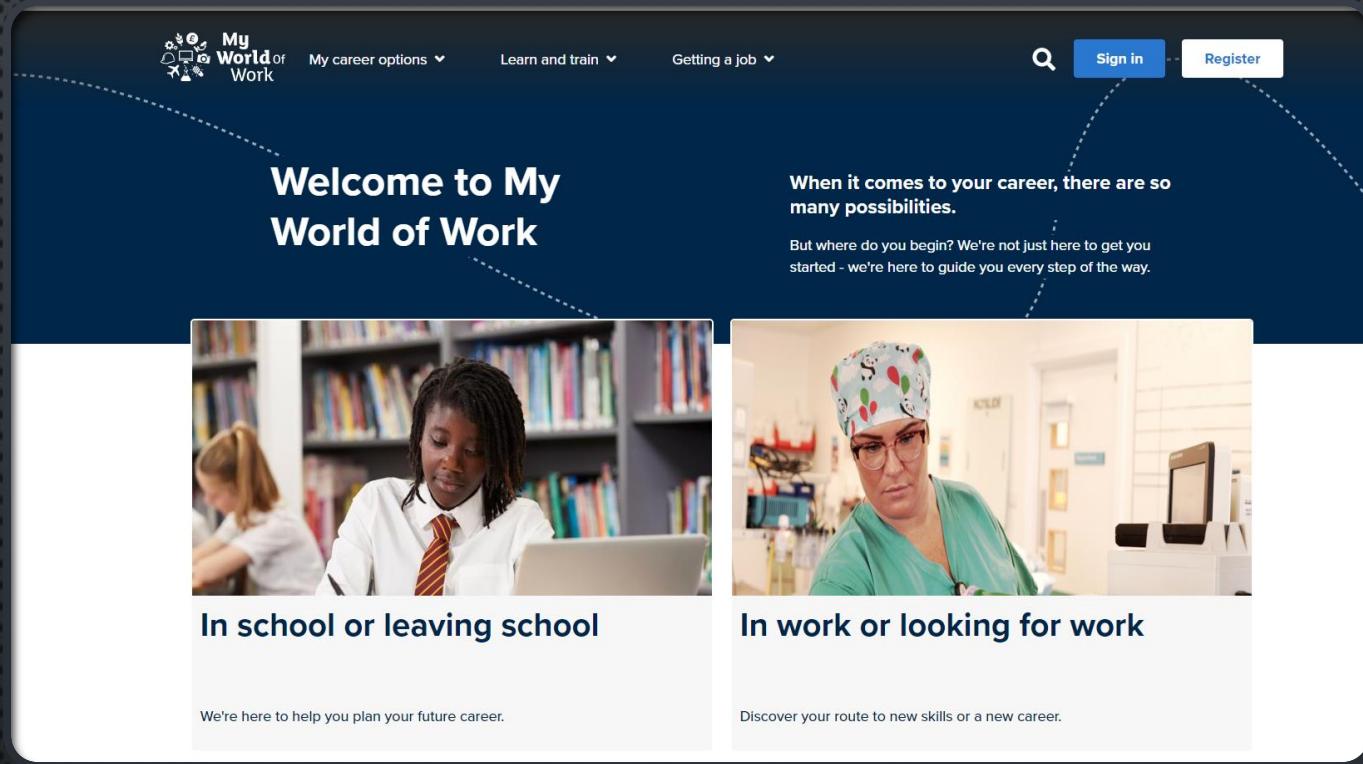
Your answer

Select Option 1 *

Your answer

SUPPORT & ADVICE

- WE ATTEMPT TO PROVIDE AN ‘OPEN’ CHOICE TO ENSURE THAT WE MAXIMISE CHOICE OF SUBJECTS THAT WILL LEAD TO SUCCESS.
- S3 PUPIL SUPPORT/CAREERS INTERVIEWS HAVE INCLUDED CONVERSATIONS TO SUPPORT THE **BEST** CHOICES BEING MADE AND AN ADDITIONAL PARENTAL/PUPIL MEETING CAN BE REQUESTED.
- EVEN IF PUPILS AND PARENTS FEEL THEY DO NOT REQUIRE AN ADDITIONAL MEETING FOLLOWING COMPLETING THE ONLINE FORM, ALL FORMS WILL BE REVIEWED BY THE PUPIL SUPPORT TEAM AND WE WILL DISCUSS ANY ISSUES THAT ARISE FROM THIS BY CONTACTING YOU (ENSURING THAT WE HAVE CONSIDERED, COLLECTIVELY, THE **BEST** OPTIONS FOR YOUR CHILD).
- WHERE STAFFING/DEMAND LIMITS A CHOICE IN ANY SUBJECT WE WILL DISCUSS THIS AND SEEK TO ENSURE THERE IS A GOOD ALTERNATIVE CHOICE.



The screenshot shows the homepage of the 'My World of Work' website. The header features a logo with icons for a person, a gear, a lightbulb, and a speech bubble, followed by the text 'My World of Work'. Navigation links include 'My career options', 'Learn and train', and 'Getting a job'. A search bar and 'Sign in'/'Register' buttons are also present. The main section has a dark blue background with white text. It says 'Welcome to My World of Work' and 'When it comes to your career, there are so many possibilities. But where do you begin? We're not just here to get you started - we're here to guide you every step of the way.' Below this are two images: one of a student in a school uniform using a laptop in a library, and another of a healthcare worker in scrubs and a cap in a clinical setting. Text below each image reads 'In school or leaving school' and 'In work or looking for work' respectively. A small note at the bottom of each section says 'We're here to help you plan your future career.' and 'Discover your route to new skills or a new career.'

My World of Work

My career options ▾ Learn and train ▾ Getting a job ▾

Welcome to My World of Work

When it comes to your career, there are so many possibilities.

But where do you begin? We're not just here to get you started - we're here to guide you every step of the way.

In school or leaving school

In work or looking for work

We're here to help you plan your future career.

Discover your route to new skills or a new career.

SDS SUPPORT – FIONA LAFFERTY (CAREERS ADVISOR)

RECAP: WHAT EVIDENCE INFORMS CHOICES?

- PERFORMANCE AND EXPERIENCE IN S3 (AND THROUGHOUT THE BROAD GENERAL EDUCATION)
- CLASS FEEDBACK AND DISCUSSIONS
- REPORTING AND PARENTAL COMMUNICATIONS
- DISCUSSIONS WITH CAREERS ADVISOR (SDS)
- S3 PUPIL SUPPORT LEADER INTERVIEWS
- UNIVERSITY/COLLEGE ENTRY REQUIREMENTS...
- COURSE CHOICE BOOKLET, WEBSITE & THE INFORMATION WITHIN THIS PRESENTATION
- DISCUSSIONS AT HOME
- PARENTAL COURSE CHOICE MEETINGS (IF REQUESTED)

WHAT NEXT?

- WE HAVE SENT A MESSAGE OUT ON THE **SCHOOL APP, BY EMAIL** AND POSTED THE FULL OPTIONS BOOKLET ON THE APP AND ON OUR WEBSITE
- THE PUPIL SUPPORT TEAM WILL POST THE LINK TO THE ONLINE **OPTIONS FORM** ON THE **S3 GOOGLE CLASSROOM (LIVE FRIDAY 9TH JANUARY)**
- **ALL PUPILS** SHOULD COMPLETE THIS FORM BY **MONDAY 19TH JANUARY (BUT AS SOON AS POSSIBLE WITHIN THIS TIMEFRAME)**
- IF YOU WISH TO REQUEST A **PARENTAL/PUPIL MEETING** TO RECEIVE SUPPORT WITH CHOICES/COMPLETING THE FORM, OR A CAREERS APPOINTMENT WITH FIONA LAFFERTY, PARENTS SHOULD **EMAIL MR MURRAY (BY MONDAY 12TH)** AT:

MURRAYR07s@GLOW.SCH.UK

- MEETINGS WILL BE SCHEDULED TO SUPPORT WITH ANY INDIVIDUAL ADVICE/QUESTIONS