



Harlaw Academy Parent Council

Minutes

Thursday 24th January 2019

Present

Catriona Allan (Chair), Ruth Adair (Vice Chair), David Innes (Head Teacher), Fiona Lawrence (Deputy Head), Tara Todd (Treasurer), Lynne Gowans (Secretary), Joyce Johnson (FP), Cllr Allard, Carol Baverstock, Sarah Dingwall, Alison Walker, Antonia Ibba, Barbara Canu, Suzanne Argo, Cllr Henrickson, Jacqui Lang,

Apologies

Sarah Souter, Cllr Lumsden, Mary Michie

01. Welcome

Catriona Allan welcomed everyone to the meeting and gave apologies, see above.

Catriona advised Alison Walker has agreed to join the Parent Council Committee, this was seconded by Ruth Adair and Lynne Gowans.

02. Points from Last Minutes on 22nd Nov 2018

Harlaw PTA funds have been confirmed as 13k in a/c, a further meeting will take place shortly to discuss what monies will be spent on. A group comprising of representatives from each school year will form to compile a list of future fundraising ideas. Carol Bremner has decided to step down from her PTA/Fundraising roll, thanks to Carol for her help with PTA in the last few years.

Catriona Allan looked at a few schools websites in the Aberdeen area, most are very similar to Harlaw but one school displays committee members on their site and list items the PC/PTA have done to help school. If any members want to have a look and pass their thoughts back to the PC, that would be appreciated.

Lynne Gowans produced a draft form for use at Parents Evenings and school meetings to enlist help from parents and carers in various areas, this will be trialled at next Parents Night in March.

Link for Career Advice is now on website, under support for pupils, thanks to Fiona Lawrence for organising this.

Producing Harlaw Academy information videos is currently being looked at, filmed by Harlaw Studios, these may either be uploaded to the website or links made available via YouTube. Topics like Google Classroom will be covered.

Parent questions from last meeting;

Q. Mr Blance resported at last meeting 16 S2 classes were to be visited, is this to be rolled out to other years?

A. Yes, S3 classes next to be visited and teachers will be rotated to allow a broad insight. Fiona Lawrence also shared that year heads visit year classes through the school week.

Q. SQA Analysis, can this be done in conjunction to class visits?

A. This is already done at varying stages throughout the year with senior management liasing with teachers on a regular basis.

Q. How many S3 pupils are currently sitting Nat5 and how many S4 sitting Highers?

A. This session Harlaw does not have pupils sitting exams early.

Q. from a Parent sent to the PC, asking whether the school provided any input for children and families around mental health and social media.

A. Yes, significant input, including the items detailed in sheet handed out (see end of school report)

03. Parent Council Chair Report

Christmas concert was a great event, amazing talent on display. Thanks to school staff for supporting such a great evening. Tickets are always in great demand for this event and pupils taking part are offered tickets first, Jacqui Lang asked if parents that do not have children taking part can attend. Mr Innes agreed that the advertising should have been shared more widely to support this, he will look to improve this for the next concert. (DI)

Senior Pupils have been displaying their Artwork in the Radisson Hotel, Catriona and Ruth attended an open night and enjoyed looking at some wonderful work. Good to have these links between the school and local business.

Aberdeen Parent Council Forum met mid January, primary school to secondary applications are now done electronically. Some teething problems but the feedback has mostly been positive.

04. Treasurers Report

Balance as at 24/01/19 £106.90. Cheque handed out at tonights meeting, £60 for clerk fees, this will leave a balance of £46.90.

DATE	Money Received	Description of Money received	Description of money spent	Transaction Amount £	Newsletter Printing Costs	Scottish Parent Councils Association	Clerks Fees	Harlaw Academy Website Development	Contribution to school prizes	Miscellaneous	Current AC Balance
01/04/2018	£446.90	Balance b/f									£446.90
28/06/2018			Sarah Souter	£ 60.00			£ 60.00				£386.90
19/09/2018			Lynne Gowans	£120.00			£120.00		£100.00		£266.90
01/10/2018			Health/Wellbeing event donation	£100.00							£166.90
28/11/2018			Lynne Gowans	£ 60.00			£ 60.00				£106.90
Total	£446.90			£340.00	£0.00	£0.00	£180.00	£0.00	£100.00	£0.00	

Harlaw Academy Parent Council Harlaw Academy 18-20 Albyn Place Aberdeen AB10 1RG

We are still awaiting confirmation of funds for 2018/19 from ACC.

05. School Report – Mr Innes

Windows and shortened lunchtime:

Replacement of windows almost complete

During work we had a shortened lunchtime

We plan to consult on moving to a shortened lunchtime

Other buildings/estates:

School security and fire alarms

PE facilities - Groats Road/Cromwell Road

Staffing:

We have a number of staff who we have not managed to replace – Computing (Mrs Brodie), Maths (Mr Bell and Mr Stephen), English (Ms McCrone), Mr Milne (D&T), and Mrs McLellan (D&T)

Several other staff are absent – Ms Luke (French), Mrs Alexander (Guidance)

We have two due to go on maternity leave soon – Mrs Wilson (Geography/History) and Mrs Skelly (English)

Mrs Pollard has been appointed Faculty Head at Lochside and will leave us soon.

Replacing staff is a drawn out process and we have not always been successful. As a result we are a considerable number of staff short at present and there are very few available on the supply list. At present only one of the above posts has been filled.

Q. Will pupils be sent home if staffing gets too low?

A. No, that would be a last resort. Steps are currently in place for this scenario. Google Classroom could be utilised if required.

Q. Are other schools in same predicament?

A. Yes, most schools have the same or worse staffing issues. Aberdeen is too expensive for teachers from out with the area to relocate to.

Budget:

Our devolved budget is largely in balance although we have not been able to do anything other than urgent repairs

Two other budgets (Partnership Forum and Pupil Equity) are underspent – in both cases due to us being unable to recruit to vacancies

Our staffing budget is significantly underspent but 100% of this is taken back into the council. In the past this could have been used to the benefit of our pupils

We are not anticipating the situation improving any time soon and indeed may have to look at further savings

Pupil experiences:

No significant new changes on the immediate horizon so our focus is on how we are delivering learning

Increased use of ICT/Google classrooms

Improvement plan with clear focus on improving attainment and monitored through Validated Self Evaluations, Quality Assurance visit from Authority, support from Education Scotland Attainment Adviser

Pupil representation groups offer feedback on; Relationships, Learning, Community, Health and wellbeing and Attainment

Extensive range of wider achievement opportunities (see website) this week includes; Live and Learn, Winning Scotland and work around Holocaust Memorial Day. Significant service and volunteering in community

Prelim exams and presentations – gone smoothly, pupil behaviour excellent

Subject choice and reports – feedback from reports has been positive. Subject choice recommendations now appear on reports.

Inchgarth Community Youth Club has restarted, Harlaw volunteers have been praised by centre management.

School input around supporting pupils and families – mental health/social media**Events for Parents and Families session 2018/19**

- P6 – S2 Parents Event (Health & Wellbeing) – September 2018
- This event included 2 experts on on-line safety, school counsellor, school nurse, and reps from Penumbra, Guidance, Educational Social Worker, Harlaw Defenders, guidance team and many more.
- PC Meeting topic – Nov 2018
- HIF Bid was successful, so Paul Hay coming to the ASG to speak with P2 – S3 pupils, deliver 2 parental engagement events and 5 staff training events – March 2018
- Health & Wellbeing Parental event planned for June 2019

Support for Pupils (Information on school website)

- PT Guidance
- Form teacher
- Year head
- School counsellor (v. short waiting list –much quicker than alternatives. Skilled in prioritising urgent need)
- School Nurse
- Support For learning team
- PT Ambition & Excellence,
- PT Wider Achievement
- Educational Social Worker
- Educational Psychologist
- Partner Agencies
- Pupils referred appropriately
- PSE Materials developed in partnership with Penumbra.org.uk

School Emphasis

- Core values – Respect the health, safety and wellbeing of ourselves and others.
- Safeguarding and Child protection – all pupils and staff refreshed each year
- Appendix of Child Protection Policy
- Rights Respecting School – Gold Award
- Robust implementation of Anti-Bullying policy
- Internet Safety day emphasis
- Harlaw Defenders
- Assemblies held roughly fortnightly – House assemblies / Year Head assemblies / Head teacher assemblies

School Website

- Information for Pupils and Families (Support for Pupils and Families tab)
- Harlaw ASG Child protection & Safeguarding (Information tab)
- Head Teacher's blog - (Home page) for example - March 19th 2018 – Risk Taking Behaviours and Child protection

PSE lessons

All pupils S1-S6 have had expert input in Primary or Junior Phase.

S1 PSE

- Resilience - where to find help when things go wrong.
- Police – personal safety, including online safety.
- 360° Safe – ICT acceptable use Policy (All Year groups). (Included in induction packs).
- PC Seb Cook frequent visitor to PSE.

S2 PSE

- Watch Over Me – Personal safety including sharing of information and images.
- Anti-bullying – including on-line bullying. Mental health resilience building.
- Social Media – the good and the bad.
- Green Light Project – (working with Hannah Bennett) CSE, Social Media and texting/sexting/grooming).
- 360° Safe – ICT acceptable use Policy (All Year groups). (Included in induction packs).
- PC Seb Cook frequent visitor to PSE.

S3 PSE

- The Law – sharing images on social media.
- Harassment – including on-line. Mental health resilience building
- 360° Safe – ICT acceptable use Policy (All Year groups).
- PC Seb Cook frequent visitor to PSE.

S4 PSE

- Mental Health – resilience, including the effects on on-line issues.
- The Law – sharing images and personal responsibility.
- 360° Safe – ICT acceptable use Policy (All Year groups).
- PC Seb Cook frequent visitor to PSE.

S5 PSE

- Personal Safety – including Protect your on-line self.
- 360° Safe – ICT acceptable use Policy (All Year groups).
- PC Seb Cook frequent visitor to PSE.

06. Former Pupils Report

Joyce Johnson joined us in Mary Michie's absence. FP's are still enjoying the welcome and contact from the school. Many of the group take part in the exam invigilating process at Harlaw.

07. A.O.B.

Fiona Lawrence advised money required to purchase water bottles for all new P7's joining Harlaw in August and for current S1 pupils. My Maths subscription is now due and kit for VEX IQ Coding/Stem also required, Harlaw came 3rd out of 18 in the recent Robot Championships (DI) to forward photos from event for upload to website. Parent Council has agreed to fund these items.

Parent Council does not currently have anyone trained in select and recruitment, this is required when any senior positions are vacant in school for interview purposes, at least one person on the Parent Council is required by the interview board. Training sessions are coming up, any members interested to get in touch with Catriona Allan.

Tesco will no longer be producing embroidered school wear, the company which carried out the work for Tesco have agreed to carry out work at same cost for a year (information to follow). Aitken and Niven have been taken over by Stevensons and have moved nearer to Justice Mill, embroidered uniform and ties can be purchased there. The school also has a supply of iron-on school badges, available from the office for a small fee.

Fiona Lawrence thanked the Parent Council on helping with the school uniform recycling stall, this has been a great success.

Schools Energy Competition, Mr Bell has now left Harlaw but a replacement will be found before August as Harlaw have in previous years been very successful in this event.

Ruth Adair thanked the staff for the quick and efficient evacuation during the recent gas detection incident, no pupils were ever at harm but it was good to see school procedures worked well.

08. Date of next meeting

14/03/19 @ 6.30pm