

Harlaw Academy

Parent Council AGM

Thursday 17<sup>th</sup> November

6.30pm via Google Meets

<u>Agenda Item</u>	
<b><u>Welcome and Apologies</u></b>	Welcome: Catriona (Chair) welcomed and thanked everyone to the meeting.  Apologies: Katherine Anderson and Elaine Reid
<b><u>Previous Minutes</u></b>	<ul style="list-style-type: none"><li>• Recycling bin into playground for uniform – Angie going to organise this</li><li>• Easy fundraising has been promoted and will be done a few more times in the next weeks.</li><li>• Refresh of HOP project designs. Graphic design graduate is looking to do some freelance work for us around posters, etc. Deadline end of December 2021.</li><li>• Litter picks – went well before October holidays. Photos were put on Twitter. Guidance staff have been taking groups out to continue this. Looking to buy more litter pickers. Parent Council could support by helping with the purchase.</li><li>• Chromebooks were given to all S1 pupils and uptake in primary schools has also been high. Everyone in school been offered a Chromebook now.</li><li>• Artificial grass in S4 playground is proving to be too expensive at this time (£11k) so we will investigate grants for this.</li><li>• Bench building – another successful evening. Thank you to all parents, CNR International, Councillor Allard and Senior Prefects for assisting with this.</li><li>• Garthdee allotments came out to look at Quad 1 and are building a planter for this quad free of charge</li><li>• Dyslexia Champion – no change on this at the moment</li></ul> <p>Previous minutes – Lorraine McCoig (Approved) Veronica Strachan - (Seconded)</p>
<b><u>Parent Council Update</u></b>	<ul style="list-style-type: none"><li>• Andrew Jones attended an APCF meeting about review of ACC estates. It is a 10-year working plan to look and see what school improvements are needed across the LA starting June 2022.</li><li>• Summer of play scheme was very well received, and ACC are looking to expand this for summer 2022.</li><li>• Scottish music tuition – free for all in Scotland.</li><li>• Catriona voted on as rep for NPFS to join Rachael. Attended meetings since. Main point was to remind pupils &amp; parents to complete LFTs and to report these even if they are positive, negative, or void. Kits can be collected from Guidance teachers.</li><li>• Sat in on SQA reform meetings – overview given of how this will happen. Survey sent via link to be completed by 26<sup>th</sup> November. It has been sent to parents, but it will be put on Facebook etc.</li><li>• NPFS Chair has been asked to give evidence in parliament on COVID education recovery. Looking for input from Parent Councils on the wearing of masks in</li></ul>

	<p>schools. Mr McLaren happy to help with a survey within the school to support with this.</p> <ul style="list-style-type: none"> <li>• In this meeting lots of discussion around school activities within different schools and authorities and looking to see how it can be made fair across the board.</li> </ul>
<b><u>Treasury Report</u></b>	<ul style="list-style-type: none"> <li>• £3694.58 in account at moment</li> <li>• Successful with ASDA tokens and will be receiving £500 from this</li> <li>• £25 raised at uniform recycling event in October. Another will be done in the new year.</li> <li>• Grant applications – Emma has been busy doing this. Currently working on Baillie Gifford.</li> <li>• Photos are needed of benches for evidence of spend for CJ Lang.</li> </ul>
<b><u>HOP / Fundraising Update</u></b>	<ul style="list-style-type: none"> <li>• Not big amount of activity this term – focus has been building the benches and working on cleared areas</li> <li>• £500 from ASDA which is great</li> <li>• Uniform events are less of a fundraiser but worthwhile to do. People mainly looking for sports kit and blazers.</li> <li>• Rag Bag Uniform Recycling will be used for things that aren't in good condition. Permanent bin will be put on site at school.</li> <li>• Easy Fundraising – will be pushed in the lead up to Christmas and Black Friday as this is money for nothing.</li> <li>• Currently have £523.23 in Easy Fundraising account with 51 donors.</li> <li>• Just Giving – £2665 at moment.</li> <li>• Looking to rebrand the page to show progress.</li> <li>• Auction of skills to be put on hold until the new year.</li> <li>• Christmas event is being finalised now – working on a concept which involves the 12 Days of Christmas. Details will be shared as soon as possible.</li> </ul>
<b><u>School Update</u></b>	<ul style="list-style-type: none"> <li>• Live and Learn is a company who help build resilience and confidence in pupils. Current S4 have been through a lot. On 6<sup>th</sup> and 7<sup>th</sup> December will come in and work individually with each form class in S4 through a range of activities to help prepare for their exams.</li> <li>• Accelerate program – Wood Foundation is working with the school to deliver and enhance learning experience of pupils within the school. Looking at verbal interactions between pupils and with staff and group work. Next term will look at project-based learning and staff will be upskilled in this. Advisor will also come in to help make learning for pupils more work ready. Will be a great gain for our school community.</li> <li>• Structural changes in S3 curriculum – pupils' thoughts have been gained though PSE and google form created to catch views. <ul style="list-style-type: none"> <li>○ 92% of S3 found what they needed in the booklet.</li> <li>○ 63% did research for their chosen careers.</li> <li>○ 85% felt ready to make choices in April and same amount felt 8 subjects were good.</li> <li>○ Parent focus group gave great feedback on the process and thank you to parents who helped with this. It has given us aims for improvement for next session. Next step is for questionnaire to all S3 parents</li> </ul> </li> <li>• Structure of school day &amp; week – to look at all available time for the week for young people in every year group. Views of young people and staff will be gained, and a focus group of parents is to be set up.</li> </ul>

	<ul style="list-style-type: none"> <li>• SQA Appeals – 17 pupils submitted appeals to SQA. No changes to awarded grades were made which shows teachers were robust in all checking.</li> <li>• Tracking system – looking at a range of performance data in areas and stages. It will look at development needs and early interventions to make sure we know where pupils are at to help achieve their positive destinations and not fall off the path of success.</li> <li>• Communications – looking at how we are communicating within the school between staff and pupils, external partners, and parents – how effective are we and what can be changed and improved to make it better. Looking at newsletters, group call, forms, etc but looking for feedback from parents about if you are getting the information you need. Working group within school to widen out to a parental group for detailed feedback.</li> <li>• Also looking at school handbook and website. They need a big refresh and update to make them relevant to today’s school population. If anyone is interested in getting onto this group, please let Laura Murray know. Catriona to share with parents.</li> <li>• School building works – outside has been completed and it is looking great. All delighted with it being finished and thank you for your patience.</li> <li>• Toilets – 1<sup>st</sup> phase will be carried out in Easter holidays in the right-hand block (C Block) will become 1<sup>st</sup> year toilets. In summer holidays 2 x boys and 2 x girls will be changed into E block. New girls’ toilet will be created in a current storeroom and boys’ toilets will be upgraded. 5 sets of toilets will be upgraded through out the summer next year. Mr McLaren has met with a toilet roll manufacturer to source units that cannot be vandalised.</li> <li>• Project to improve our PE facilities has gone through initial phases of ACC Committee where further work to establish need was granted.</li> <li>• Communal dining areas are also being looked at. Business case is being created to go to committee in a similar way to above.</li> <li>• Staffing – advertising for a science teacher. Interviews today for art teacher, part-time short-term post. A successful candidate has been appointed. 4 x PSA vacancies have been filled. PT guidance post closed yesterday, and interview will be in the next few weeks. English teacher post closed and interviews will be in next few weeks also. Appointed fixed term internal posts to help with development within school to upskill staff members.</li> </ul>
<p><b><u>Senior Prefect Update</u></b></p>	<ul style="list-style-type: none"> <li>• Managed to get prefect team – 33 in total</li> <li>• Rota for door duty throughout week for break and lunch time to secure building to keep everyone safe.</li> <li>• Spoken to S1 – S3 inform classes to introduce themselves and any worries/ suggestions they know where to go. Will do S4-S5 in the coming weeks.</li> <li>• Yearbook committees for proms and hoodies started</li> </ul> <p>Mr McLaren is very impressed with the prefects and the difference they are making within the school.</p> <p>If Parent Council can help in any way, please get in touch.</p>
<p><b><u>Former Pupils</u></b></p>	<ul style="list-style-type: none"> <li>• Not a busy time for the FP club.</li> <li>• Coffee morning in school cancelled again due to COVID.</li> <li>• AGM was in November.</li> <li>• Walking group meet on first Tuesday of every month.</li> <li>• Christmas lunch in December.</li> </ul>

	<ul style="list-style-type: none"> <li>• Buffett and quiz night in February.</li> <li>• Hoping to have events in person and not on Zoom.</li> </ul>
<p><b><u>AOB</u></b></p>	<p><b><u>Parent Questions</u></b></p> <p><b>Q – Duke of Edinburgh – interest is popular, so clarity has been asked for on how children are chosen.</b> Mr McLaren has meeting with Tom Whyte tomorrow. In previous years numbers haven't been as high as they are this year. Feedback will be given to Parent Council at next meeting.</p> <p><b>Parent Comment - <i>excellent to see extracurricular clubs up and running again.</i></b> <b>Please thank all staff for their help and support with these clubs</b></p> <p><b>Q – Wet weather policy – any changes since discussed as we move into winter?</b> Same policy currently. We now have capacity to turn assembly hall, dining spaces and PE halls to turn them into indoor spaces. Maintaining supervision of this is hard due to COVID restrictions and staffing. Numerous discussions daily in SLT about weather. If no wet weather declared, and it starts to rain we have no solutions for this at the moment. Looking to improve this.</p> <p><b>Q – when will prelims be?</b> In the new year. Starting to look at prelim calendar and as soon as this is finalised and consulted with pupils it will be handed out.</p> <p><b>Parent Comment - Google Classroom To Do List - isn't used as much in senior stages which is meaning children tasks in their weekly planning – the visual really helps students.</b> Mr McLaren is going to investigate this and feedback</p> <p><b>Announcement - Ruth and Catriona will be stepping down in May 2022. Please think if you would like to step into the role and get in touch with Parent Council. It has been a fantastic experience. Ruth and Catriona plan to stay on as elected members (if successfully voted) and will be available for help and guidance for at least another year. If interested, it would be great to start working alongside Catriona &amp; Ruth from now until May.</b></p> <p><b>Next Meeting Date: 26<sup>th</sup> January 6.30pm – TBC.</b></p>