

Harlaw Academy

Parent Council Meeting

Wednesday 26th January 2022

6.30pm via Google Meets

| <u>Agenda Item</u> | |
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| <p>1. <u>Welcome and Apologies</u></p> | <p>Welcome: Catriona (Chair) welcomed and thanked everyone to the meeting.</p> <p>Apologies: Kevin Rinchey</p> |
| <p>2. <u>Previous Minutes</u></p> | <ul style="list-style-type: none">• Uniform recycling bin – will be completed soon.• Easy fundraising page was shared just before Christmas and will be shared again soon. It will also be added into the admission booklet for the incoming S1 parents.• Duke of Edinburgh- spoke to Tom Whyte of Wider Achievement and he was very clear it was a difficult year due to the number of applications. He is looking at a second group to increase capacity. In the process it was noted that not all pupils who attended the meetings left their names on the notes of interest. From those that did put down their names down those who didn't have access to it elsewhere were prioritised i.e., Guides, Cadets, etc. There has been learning in school about the selection process and they are going to work on it to make it clearer and to be communicated to parents.• Google Suite Guide – have met with Drew McIntyre and it is in progress.• Deadline for the admission booklet to be shared with Catriona.• The planters have been delivered to school from Garthdee Allotments and they have been a wonderful donation to school. Huge thank you to Norman and Ally for putting us in touch with them.• Murals from S1 and Quad – has been passed to Drew McIntyre• Dyslexia Champion scheme – information hasn't been passed to schools yet. <p>Previous minutes – Ruth Adair (Approved) Elaine Reid (Seconded)</p> |
| <p>3. <u>Parent Council Update</u></p> | <ul style="list-style-type: none">• A quiet time for Parent Council, APCF & NPFS• A reminder to everyone that after this meeting there will be one more meeting in March and then the AGM in May/ June where Catriona and Ruth will be stepping down. Please get in touch if you are interested in taking on either of these roles. There is an |

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| | <p>amazing, elected members support that comes to assist the Chair and Vice Chair as a team so you will not be on your own.</p> <ul style="list-style-type: none"> • The Fundraising Group are also looking for help with fundraising and event ideas. • School have asked us to do help in setting up in 3 working groups. Please get back in touch if you are able and keen to join any of the following: <ul style="list-style-type: none"> - review of school day - uniform consultation group - grant applications to historic Scotland for the front of school • Catriona & Rachael attended the APCF meeting on 25th January. Main discussion was around the nursery provision in primary schools. If you would like more information on this, please contact the Parent Council. • Face Masks – National Parent Forum Chair was interviewed and misquoted by BBC News on the NPFS’s stance on face masks in secondary schools. • Email from Aberdeen City Council offering sessions to Parent Councils on tips how to promote PCs via social media. If anyone would like to attend on 7th February, please let the Parent Council know. • Reached out to graphic designer student for the HOP Project posters. A few tweaks are needed and then these will be shared and the Just Giving page updated. £25 paid to the designer. Theme we are going with is “Lick of Paint” |
| <p><u>Treasury Report</u></p> | <ul style="list-style-type: none"> • Currently £5276.58 in the bank account • Received £500 grant from ASDA & Local Giving • Christmas raffle made £637 • There is money in both Easy Fundraising & Just Giving accounts. |
| <p><u>HOP / Fundraising Update</u></p> | <ul style="list-style-type: none"> • Christmas fundraiser raised £637, which is a regular total that our seasonal tombolas/raffles raise. It was great to have a different twist on it. Thank you to everyone who helped, contributed, sang, played, and watched the videos. • Easy fundraising has £603.59 currently and we have 41 fundraisers. BACS transfer of £25 to be made soon for new sign ups. Need to create a calendar of communications to tie in the holidays, Christmas, etc. • £2265 in Just Giving account and we are looking to rebrand the page soon. • Ruth & Angie attended CO-OP meeting on 25th January. Harlaw has been successful in being added to their local causes. This will be run via their membership card which gives 2% back to local charities. One Seed Forward was also there, and this is something that could be used within the HOP Project. They are keen to work with us as a local inner-city school. Great contact to have for events. More information to follow but start with downloading the app. Thank you to Emma for putting in a grant application. So far, we have £19.21 raised. • Next uniform recycling event will be decided and shared soon. Mr McLaren has asked if it can be in an evening within the Parent Council room. Date to be decided ASAP. |

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School Update

Gas Leak

This is the 3rd time there was a leak in the same location, but the engineers have now found the fault through more investigation. The issue has been traced to a gas valve into the technical department. Mr McLaren was called at 6.20am and again at 6.40am to advise school had been evacuated. The matter was then passed to elected members and Eleanor Sheppard at ACC for approval. A Groupcall was created, and it looked at from the system it had been delivered correctly but it later transpired that the texts that went out to individual children phone numbers rather than the parents. Charlie Love at ACC has investigated this, and has highlighted system setup issues which affect how the system prioritises which form of communications is used when communicating with parents. Essentially this was our mistake caused by a lack of time from identification of issue to the point of trying to get the communication out as quickly as possible. Thank you from the Parent Council for being so open and transparent about the situation.

Staffing

- PTG – 2 appointments made Katherine Nepute will start on Monday 31st January in the P7 role. Claire McIntosh is the second PTG, joining us from Bucksburn Academy. She will take over the S3's when Mr Price-Davies leaves us to become a Guidance Teacher in a Highland School. Thank you from the Parent Council to Dan for such brilliant work within the Guidance Team but also on taking pupils on some amazing trips.
- English Teacher – will be starting with school soon from Midlothian.
- DHT currently being advertised
- Recently recruited an Art Teacher but candidate has withdrawn to personal reasons.

Lunch Arrangements

Working well since after Christmas. Assembly hall now holds 280 for packed lunches. Pupils who buy lunch within school are encouraged to eat it within the canteen and snack bar.

Inspection Report

Letter was published last week and has been shared with families. The school is making progress and they are starting to see the work put in place. The Inspectors will return in a years' time.

COVID

In school the first week back there were 9 staff off. The numbers have decreased to 1 member now. Student numbers were also a lot higher – 15 – 16 cases a day at the start of term but this has now reduced to between 3-5 pupils a day.

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| | <p><u>Thank you to Shell</u> 2 x 75" TVs been delivered to school this week from Shell. A big thank you to Ruth for all the work she is doing to support the school through Shell.</p> <p><u>Transition</u> P7 transition process has begun and our new PTG will be starting on Monday and heading out to meet our new P7 pupils. Placing requests are starting to come in also. Deadline for applications is 15th March. Looking to improve information to parents – a admissions booklet will be created, and the school will be looking for feedback on what prospective parents might need from such a document.</p> <p><u>Chromebooks</u> System now in place in for Chromebooks to be used at all times. S1-S3 have started using these while the seniors were on study leave. Around 12 children a day coming with uncharged chrome books. Resilience measures are looking to be put in place to help support such as cases to be put in.</p> <p>90% youngsters are logging into Google Classroom and using it as part of their everyday learning experience.</p> <p><u>SQA</u> Prelims are going well. There is a buzz and excitement in the school, and it has been great to have an exam diet reinstated. So far, it has gone well with 2 days left. Due to gas leak the prelims that did not take place have been successfully rescheduled. Very impressed with how senior pupils have approached prelims and they have been excellent, turning up on time, following instructions, being respectful and they are being very highly praised because of this. Hoping this will help them feel more prepared for the real exams. Those who have missed prelims due to COVID or illness will get the opportunity to complete them when they return.</p> <p><i>What it the process with school closure with exams?</i> There would be mitigations in place for if this was to occur in addition to the Exceptional Circumstances service</p> <p>Thank you to Angela and the SL team for the successful prelim diet.</p> |
| <p><u>Former Pupils</u></p> | <ul style="list-style-type: none"> • Successful Christmas lunch at Douglas Hotel – 50 people attended which is less than usual but because of current pandemic this was to be expected. • Lunch at Palm Court which was also a great experience. • Next event is a buffet evening and quiz night at Rubislaw Church Centre. Invitations will be sent out to Parent Council and School |

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| | <ul style="list-style-type: none"> • Aiming to hold Annual Dinner this year on 23rd April 2022 and they hope Mr McLaren will be able to attend and they look forward to meeting him in person for the first time. • Magazine editor is looking for contributions from Catriona, Ross and S6 pupils. Deadline is 1st April. • Memorabilia group might have photos or memories about the railings at the school – Mary to enquire and feedback. |
| <p><u>AOB</u></p> | <p><i>Senior Prefects Question - Looking at taking in money for prom and year books and hoodies and wondering if they can put it into the Parent Council bank account.</i> Yes, this will be fine. BACS transfers are preferred.</p> <p><i>Could a feedback Google form to be added onto website for constructive feedback into the school?</i> Ross thinks this is a good idea. Tom Whyte and Jenny Rennie are looking at this and looking at children’s achievements. Never looked at it from a staff point of view. Mr McLaren going to take it away and investigate it.</p> <p><i>Shelter funding meetings – would Ross have time for a meeting about this before next week?</i> Yes, happy to have a conversation about this. Rachael to send an email to confirm a time.</p> <p><i>When do the children move to new timetable? This was typically in June but last year this was August.</i> The school want to go with a June start timetable for seniors and possibly May for BGE. Due to COVID this was delayed to help pupils complete work in a disrupted year. We would not normally wish to use an August start.</p> <p><i>4th and 5th year leavers –no hoodie, no prom, etc – might feel forgotten about?</i> Point taken. In previous schools the leaving ceremony has been for all years. However, Mr McLaren agrees there should be an event to celebrate all positive transitions.</p> <p><i>Do the outgoing S6 leave a folder of ideas for the incoming S5 group to help with information about proms, yearbooks etc?</i> No but this is a great idea. Current Senior Prefects to take this on.</p> <p>Date of next meeting: 30th March 2022.</p> |