

**St Kentigern’s Academy
Minute of Parent Council**

Date: 7th December 2023	Present: K Binnie (Chair), A Sharkey, S Murray, S Young, S Cameron, B Melia, S Leek, K McKeown, S Davidov, L Constanza, L Hammersly, E Seka, & C Horne.
	Apologies: C Carbury & M O’Loughlin

Welcome	<p>BM: Welcome all to the online meeting.</p> <p>All members introduced themselves to the meeting.</p>	
Minute of the Previous Meeting.	<p>Proposed: K McKeown Seconded: S Davidov</p>	
Matters arising from the Previous Minute	<p>SD: The Parent Council have not contacted parents regarding pupil toilets. Is this required.</p> <p>AS: No longer at this stage as HT letter has been issued to all parents.</p> <p>SM: The project team continue to investigate the options for a canopy in the quadrangle area.</p> <p>AS: We continue to offer support to colleagues & pupils following the pupil bereavement.</p> <p>SM: Lunch clubs are up and running. We have had a positive response and this provides the opportunity for pupils to make new friends. The uptake for Seniors has not been so high.</p> <p>Due to staff absences, we were unable to run some clubs this week.</p>	

	<p>SD: Have there been some issues regarding accommodation.</p> <p>SM: Classes have been operating as normal.</p> <p>SY: Fund Raising via an online specific link is not something that is arranged via the School Fund Account. It would require a separate account (out-with the school) to be created.</p> <p>SD: In many primary schools, it is the PTA who organise this.</p> <p>AS: There have been discussions with HMIE regarding the Statutory Catchment Review.</p> <p>AS: Draft Window 2 Prelim Exam TT has been prepared and will be issued next week.</p> <p>Exams commence 9th January.</p> <p>KM: Will pupils receive their Exam dates before the holidays.</p> <p>AS: Yes.</p> <p>KM: What is the Study Support model.</p> <p>AS: Programme will commence in January, we will also offer advice on additional alternative supports available to pupils.</p> <p>SM: A Senior Programme is being developed which will include Easter Study Programme.</p> <p>BM: Is there an update on Senior Pupils Parents' Evening.</p>	<p>AS to feedback to HMIE Parent Council view regarding review – no objections.</p> <p>School to issue timetable, upload onto website and share link.</p> <p>SM to share update on study support programme ta next meeting.</p>
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	<p>AS: Can confirm this will be face-to-face. Further details to follow.</p>	
<p>Correspondence</p>	<p>KB: We have received correspondence on the following: -</p> <p>Opportunity to comment on proposed school session 25/26 dates.</p> <p>The WL Parent Council Forum now have our details.</p> <p>Letter sent to Scottish Govt regarding new draft documentation on Health & Relationships Guidance which did not make reference to denominational schools.</p> <p>AS: The SG have acknowledged this and it will now be included in their final release.</p>	
<p>On-going Works</p>	<p>SC: Important to reiterate that the school is safe, open and fully operational.</p> <p>Demolition work has commenced at the swimming pool.</p> <p>Library conversion to offices will be completed by December, office staff & SLT will move by February break.</p> <p>Pupil Support have moved to their new offices (previously MS classrooms).</p> <p>Parking remains a challenge, we continue to monitor and review this.</p> <p>We have a new partnership with Whitburn Community Centre for</p>	

	<p>the provision of PE.</p> <p>Planning has commenced for 2024 formal SQA exams.</p> <p>Pupils are continually updated via Assemblies and Pupil Council.</p> <p>AS: There has now been some media interest in our situation.</p> <p>There is a meeting in school 11th December involving Education SLT, Elected Members, MP, MSP and contractors.</p> <p>KB: Should the Parent Council be represented at this meeting.</p> <p>AS: Thanks, but not required at this stage.</p> <p>In addition, there was an article in TES which demonstrated the school in a positive light.</p> <p>SC: Working with contractors to look to develop Construction Course opportunities.</p> <p>We will start to visit P7 classes to discuss the future school requirements.</p>	<p>AS will feedback to next meeting.</p>
<p>HT Report</p>	<p>AS: Provided a short verbal update.</p> <p>Key points were ongoing student successes including the very successful school show, Hairspray, student successes in sports, our twinning trip to Germany, and some details on the schools range of outreach activities for certain learners.</p> <p>There was an update on the departmental attainment reviews that had recently been</p>	

	<p>completed and on target setting for the 2024 SQA exams. Progress is looking good but there is an increased number of students who have already left school to take up employment opportunities.</p> <p>Looking forward it was noted that the school had a forthcoming Christmas Concert, a Prom Fashion Show and a student V staff fundraising football game.</p> <p>Miss Grant is leaving Home Economics to take up a position in Brannock High in North Lanarkshire and her position will be advertised in the coming days.</p> <p>Mention was made of the school targeted mentoring scheme for senior students and the wider offering to all learners in S4 – S6.</p> <p>BM: Receiving positive feedback on the role of Mentors.</p> <p>SM: Tracking process has begun, covering a wide range of targeted pupils.</p>	
PEF update	<p>SM: We continue to support pupils and families with the cost of the school day.</p> <p>All S1 classes (with the exception of one) have attended Beechbrae for a session of outdoors learning.</p> <p>We are continuing to support specific targeted groups to support us in narrowing the gap between pupils in quintile 1 and quintile 5. Also supporting pupils who are care-</p>	

	<p>experienced.</p> <p>Further examples of targeted students include Free School Meal Entitled pupils who have attendance between 60%-70% and S1 pupils who had less than 90% attendance in their final year at primary.</p>	
Prelim Exams	<p>AS: As previously mentioned, window 2 of our prelim exams commence on the 9th January.</p> <p>Exams will be classroom based held (where possible) during their double-periods.</p>	
Toilets	<p>AS: It is important to remind parents, pupils will always be granted permission to attend the toilet.</p> <p>ELT colleagues have been monitoring usage.</p> <p>We acknowledge that there are still some issues during lunch and interval breaks.</p> <p>We recognise that some pupils are anxious when asking a teacher for permission – we continue to support pupils on this.</p> <p>There has been a significant reduction in pupils walking round the school.</p> <p>SM: The school is more calm and there are less duty calls.</p> <p>CH: Appreciate it's not an effective use of ELT time but recognise the impact it has had. What is the plan moving forward?</p> <p>AS: We are considering the</p>	<p>Duty staff members will monitor toilets as part of their wider interval / lunch duties.</p> <p>AS to continue to investigate</p>

	<p>appointment of an additional member of support staff.</p> <p>BM: Has there been a reduction in reported vandalism.</p> <p>AS: yes, significantly reduced.</p> <p>As: Important to record that we do not monitor teachers who let pupils out of class.</p> <p>SD: The toilets in the Portakabins do not have ventilation.</p> <p>AS: We are aware of this and pursuing this with the company.</p> <p>SD: Is there enough time for pupils to attend toilets at break-time.</p> <p>AS: Not aware of this as an issue.</p> <p>BM: Given the reduction in vandalism, is there any need for a letter from the Parent Council to parents, as discussed at a previous meeting.</p> <p>AS; Not at this stage.</p>	<p>the possibility of appointing a member of staff</p>
<p>Parent Raised Issues</p>	<p>SD: Will contact AS out-with this meeting to discuss workplace opportunities at Heriott Watt University.</p> <p>CH: How do we promote Further & Higher Education to pupils.</p> <p>AS: This is done through a range of targeted assemblies but we are also conscious that approx 25% of our pupils choose to enter the workplace rather than continue their studies and this is an area we are developing.</p>	<p>AS & SD to have conversation about future partnership.</p>

	<p>WLC are looking to develop programmes for S6 pupils. Currently there is no mechanism to allow S6 pupils to have a mix of education and employment.</p> <p>Pupils do visit University open days to get a better understanding.</p> <p>LEAPS Programme supports pupils. They attend Assemblies.</p>	
Date of Next meeting	KB: 24 th January in person.	