

West Calder High School



Parent Council Meeting

AGM – Tuesday 30 August 2016

Minutes

Present	P Mavor, A Hannah, B Martin, F Wilson (C), G Hunter, C Devoy, R Lawton, J Sinclair, L Spencer, D Roe, E Laird, A Fong, K Haspolat, L Grubb
Apologies	

Agenda Item	Action Points	Action
Chair's Report	FW gave the PC an overview of activities from the previous session including: the new school building, staffing, waste bins, transport, the HMLe Inspection, the departure of the previous HT. Also discussed were preparing for the next inspection, and how best to move the school forward. FW also gave her thanks to AW (Vice Chair) and SF (Clerk)	
Head Teacher's Report	<p>LG Reported to the PC on the following issues:</p> <ul style="list-style-type: none"> • <u>Staffing</u> – 2 new teachers have been appointed to English, one permanent and one probationer, a probationer has been appointed to Geography, one permanent member of staff has been appointed to Modern Languages, who will start on 12 September. There is still an absence in German and G Coburn (LWW Co-ordinator) is attempting to fill the gap with virtual learning. There is a new teacher in Support for Learning, a probationer in PE and D Anderson (PE) has been promoted to PT Curriculum Health & Wellbeing. There is still an ongoing absence in Music and a specialist is being sought. In addition to this it is hoped that a new Music teacher will be appointed soon. • <u>Attainment</u> – The S4 results this year were excellent with 45% of pupils achieving 5 qualifications at Nat 5. There was quite a disappointing result in S5 and the school are currently addressing this. • <u>School Improvement Groups</u> – The anti-bullying policy has been revised and the school now has a new way of recording bullying incidents. A Working Group in school are currently working on a new Positive Behaviour Policy. There are a number of other School Improvement Groups and each member of teaching staff is required to sign up to at least one of these including, Restorative Readiness, Rights Respecting School, Health & Wellbeing, Literacy, Numeracy. Non-teaching staff are being asked to join on a voluntary basis. • <u>Curriculum Review</u> – LG would like to invite parents and partners to take part in the curriculum review. • <u>EQAC</u> – LG will present to the Education Quality Assurance Committee following the recent inspection with an update and a plan for the way forward. • <u>Learning Without Walls</u> – Building was delayed and is now expected to be completed by the end of the October break. • <u>S1 Residential</u> – This was introduced this year and is open to all pupils in S1. They will spend 3 days camping at Fordell Firs in Lochgelly, Fife and will work on team building, confidence building, positive relationships. Activities will be led by the PE Department and members of the Play in a Sports Environment class. • <u>Hubs</u> – staff, parent and pupil feedback would suggest that these are working well. 	
New Members	<p>The following were voted on as new members of the PC:</p> <ul style="list-style-type: none"> • Ann Lyall – nominated by F Wilson, seconded by G Hunter • David Roe - nominated by B Martin, seconded by L Spencer • Eleanor Laird - nominated A Hannah, seconded by J Sinclair • Andrew Fong - nominated by G Hunter, seconded by P Mavor 	
Resignations	J Meikle and A McIntosh have resigned as they no longer have children at the school and M Playfair has resigned due to personal reasons.	
New Office Bearers	<p>The following were elected as Office Bearers:</p> <p>Chair – F Wilson: proposed by B Martin and seconded by G Hunter Vice Chair – A Wardlaw: proposed by A Hannah and seconded by K Haspolat Treasurer – B Martin: proposed by F Wilson and seconded by G Hunter</p>	
Dates of future meetings	<p>The following were agreed as dates for future meetings:</p> <ul style="list-style-type: none"> • Monday 10 October • Tuesday 6 December • Wednesday 8 February • Thursday 20 April • Monday 19 June • Tuesday 29 August (AGM) <p>Meetings will take place in the school at 7.00pm</p>	
AOB	<u>Transport</u> – There are issues regarding school transport across the authority and Head Teachers have raised complaints with Transport Services. If these continue for another week the PC were asked to let LG know. Parents are encouraged to contact Transport	

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	<p>Services with any individual complaints/concerns.</p> <p><u>Bus Behaviour</u> – Senior pupils from the Pupil Leadership Team will be present on each bus to inform the SLT of any inappropriate behaviour.</p> <p><u>Pupil Council/Parent Council</u> – The pupil Council is being relaunched under the new format of House Council and School Council. LG will meet with the school council on a 3 weekly basis.</p> <p><u>Staff Rep</u> – LG is aware that the PC has been without a staff rep for some time and will relaunch this with staff.</p> <p><u>Engaging with Parents</u> – Following discussion it was agreed to issue a survey monkey to gather the opinions of parents/carers following on from the inspection. FW will email PC members to discuss the content.</p> <p><u>Course Choice</u> – Concern was raised about course choices being changed with no consultation with parents. LG agreed that this was not acceptable and agreed to take up with the appropriate staff.</p>	
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