

IAPC Meeting 14th March 2018 Minutes

AGENDA ITEM	DISCUSSION	ACTIONS	RESPONSIBLE
Welcome	Elizabeth welcomed everyone along to the meeting and offered a vote of thanks to Mrs Pauline Fraser for all the help, support and guidance she has given to the Parent Council and wished her well in her move to a new school.		
Attending/Apologies	<u>Attending:</u> Shona Strachan, Sam Grant, Valerie Napier, Hannah Strachan (Pupil), Anne Hitchcox, Elizabeth Watt, Connor McKay (Pupil), Kyle Taylor (Pupil), Nicola Strachan, Cllr Judy Whyte, Cllr Lesley Berry, Samantha Tribe, Craig Paterson (DHT), Pauline Fraser (DHT), Mark Jones (HT), Alies Bartelds, Sheila Cunningham. <u>Apologies:</u> Tracey Skene		
Matters Arising from Previous Minutes/Approval	<u>Proposed:</u> Sam Grant <u>Seconded:</u> Sam Tribe Update on Actions discussed as part of Head Teacher update.		
Treasurers Update	<u>Balance</u> - £1,777.63 Council payment received £505.05. What do we do with the money? Suggestions – <ul style="list-style-type: none"> • Graduation Ceremony – support catering costs • Provide furniture for S5 Common Room • Help to fund a 2nd year for a Mental Health Counsellor. Vote carried to provide support towards the provision of a Mental Health Counsellor by £1,000.00.	Any furniture available within school stock for S5 Common Room?	Mark Jones
Rights-Respecting Schools Award	See separate attachment.	Update on progress through Award.	Pauline Fraser

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	Rights Respecting consultation and training will reflect students and adults working in partnership. Parents/Carers will have the opportunity to participate later on this year. There is an external assessment for the Award and this is likely to take place following the Easter holiday.		
Learning & Teaching Expectations	This is a refresh of work that was carried out around 3 years ago around the topic of “What does an excellent lesson look like”? It covers the expectations placed on teachers and students alike to be prepared for each lesson, to actively and positively participate in every lesson and to note any learning and teaching actions required to support the lessons.	Revisions to be incorporated into current “Learning and Teaching Expectations” posters and place in all classrooms.	Pauline Fraser
Presentation Topic – School Uniform – Mr Paterson	See separate attachment.	S5 and S6 students will begin wearing new uniform at the beginning of next academic year in June 2018. S1 – S4 students will begin wearing new uniform from August 2018. Parent Focus Group will be involved in development of a Procedure to encourage all pupils to wear the uniform. School Uniform Group investigating options for Recycling and Reusing good quality used uniforms.	Craig Paterson
Head Teacher Update	See separate attachment. <u>School Inspection</u> – programme curtailed as school closed due to poor weather conditions. Re-scheduled for 18 th , 19 th and 20 th April.		

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	<p><u>Improvement Plan</u> – Assignment of Teaching and Learning Traffic Lights reviewed every month by Senior Leadership Team. S1 – S3 students will be given opportunities to lead (already many opportunities available to S4 – S6 students). Google Classroom to be available to parents/carers. Mutual projects to be undertaken between feeder Primary School students and Secondary students to aid Transition process. “Continuous Effort” to be recognised in addition to Wider Achievement. Pupils will be rewarded for “Living the Academy’s Values” which will contribute to allocation of House points.</p> <p><u>Lates Process</u> – Revised to remove detention for being late. Students will have to explain their reasons for being late and a text is sent to parents/carers. Interventions are in place for 4, 8 and 12 late instances.</p> <p><u>School Policy Review</u> – Promoting Positive Behaviour – a Parent Focus Group will be set up to include students, teachers and parents/carers.</p>	<p>An update will be provided at next PC meeting.</p>	<p>Alan Johnston</p>
<p>Preparation for Further/Higher Education</p>	<p>Mr Jones outlined the school’s procedures:</p> <ul style="list-style-type: none"> • Evidence for Personal Statements is gathered from S1 until the student leaves school. Guidance on what to include discussed during PSE lessons. • Careers Advice also provided each year through access to Careers Library in PSE lessons. • S6 Mentoring (to be introduced for S5 students in 2018/2019). • Careers Evening every March. 		<p>Mark Jones</p>

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	<ul style="list-style-type: none"> • Local Further Education Open Days are advertised through the Daily Newsletter and on Noticeboards. • Parents/carers involved in the discussions regarding subject choices following initial conversation between students and Guidance. 	<ul style="list-style-type: none"> • Consider mechanism for sharing this information with parents/carers at the same time as not all students take this information home. Post on Google Classroom? • Consider a Community Learning/Information Sharing Event – top tips from parents who have experienced decision making process eg a range of good first time passes at Higher preferred by Universities to re-sits and/or Advanced Highers ; former students to be invited back to discuss their “Positive Destinations” and the route they took covering further academic study, apprenticeships, directly to work etc. 	Mark Jones
Outline of plans for Leaver Ceremony	<p>Only 1 ticket per student due to capacity of Assembly Hall. Once number of acceptances are known, may be able to apply for additional tickets. The event will be a Celebration of Success of both academic and wider achievement with Year Books and Certificate etc all contained within a Presentation Folder. Students will leave the Ceremony with their parent/carer.</p> <p>The Award Ceremony for S1 – S3 pupils will continue to be held in June to recognise both academic and wider</p>	Could Ceremony be recorded for those unable to attend?	Mark Jones

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	achievements. New School Captains will also be introduced.		
AOCB	<p><u>Leaver Ceremony</u> - could the Home Economics students provide the catering?</p> <p><u>Mentoring</u> – well-received as the Mentor/Mentee pairings have been well matched. Mentors' independent views are appreciated.</p> <p><u>P7 Induction Evening</u> - Thanks to Anne, Sheila and Shona for attending. All 100 leaflets were handed out. PC will also attend the 2nd evening to say a few words to attract interest in participating in PC meetings and/or fundraising.</p> <p><u>Engineering Science Teachers</u> – sufficient to cover National 5 and Higher classes?</p>	<p>Provide an update to next PC meeting.</p> <p>Question raised about coverage of Higher Engineering Science. Mark to provide information to individual PC members who raised the query.</p>	<p>Mark Jones</p> <p>Mark Jones</p>
Date of Next Meeting	Tuesday 24 th April - 6.30pm – Head Teacher presentation topic – “Improvement Planning”		