

minutes of meeting held on: 06 February 2013

LeithAcademyParent Council

6th February 2013

| In attendance | Initials | | In attendance | Initials |
|-----------------------------------|-----------------|--|----------------------------|-----------------|
| Christine Wallis(Chair) | CW | | Gillian McGaffin | GMcG |
| Diane Anderson (Co-Chair) | DMA | | Grazyne Blachollicz | GB |
| Jackie Beer (Treasurer) | JB | | Yvonne Wood | YW |
| Jack Simpson(Headteacher) | JMS | | Susan Dougal | SD |
| Anna Dalglish | AD | | Trisha Embleton | TE |
| Bill Dalglish | BD | | Eva Almasi | EA |
| Maire Johnston | MJ | | Norman Chipango | NC |
| Bridget Linton | BL | | Abdul Waheedbadmus | AW |
| Niki Chalmers | NK | | | |
| Roslyn Gaunt | RG | | | |

2.

| Apologies | Initials | | | |
|--------------------------------|-----------------|--|--------------------------|-------------|
| Angela Mercer(Clerk) | AM | | Chas Booth (Cllr) | CB |
| Angela Blacklock (Cllr) | AB | | Adam McVey (Cllr) | AMcV |

| | | | |
|----------------------------|-----------|-----------------------|-------------|
| Gordon Munro (Cllr) | GM | Ann Monaghan | AMon |
| Joan Griffiths | JG | Maggie Chapman | MC |

| | |
|----------------------------------|------------|
| Minutes | |
| Diane Anderson (Co-Chair) | DMA |

| |
|---|
| Notes |
| <ol style="list-style-type: none"> 1. Introductions 2. CW opened the meeting and welcomed all in attendance. Introductions were made. Turnout of parents was good. CW noted that this might be in response to the text message being sent to all parents to remind them of the forthcoming meeting. |
| <ol style="list-style-type: none"> 1. Apologies noted – as above |
| <ol style="list-style-type: none"> 1. Minutes of the meeting held on 13th November 2012 - were accepted as an accurate record. 2. Matters arising: 3. 3.1 4. SD updated the group on the progress being made relating to litter in Gordon St and the surrounding area. SD reported that she had received a letter from the Council. The problem would continue to be monitored. SD asked if it would be possible for Senior school pupils to monitor the litter problem. CW offered to e-mail Cllr Booth. <p>3.2</p> <p>AD commented that where Thompson Sports are the only supplier of LA school uniform – this can be expensive when kitting out pupils – especially for first year. JMS explained the background to Thompson Sports being the only supplier with the LA school badge.</p> <p>CW recognised the issues raised by AD.</p> |

3.3

Re-cycled School uniform stall

CW explained that It is hoped through hosting the school uniform stall this will assist parents. GMcG suggested that Sainsbury's on-line have all school colours. GMcG will check the feasibility.

School uniform re-cycle stall – CW organised a stall with good quality school uniform – this has been well received. Parents are invited to hand in items of school uniform and PE kit that is of suitable quality to sell at the Stall. On selection of items from the stall parents are requested to make a small contribution to school funds. School uniform can also be exchanged if suitable items are available.

3.4 Volunteers are required to assist in running the school uniform re-cycle stall. Please contact CW or DMA to offer your support.

3.5 Post meeting note – DMA thanked SD for purchasing a rail to hang the school uniform items on. DMA reimbursed SD.

3.6 LA PC banner for use when stall is set up on parent evenings. Meeting between CW and RG to finalise design and arrange printing. All present, from diverse cultures were invited to write Welcome in their language – this will be included on the banner.

CW updated the group on the annual work-plan progress;

4.1

Increasing parent contact database- continued effort was being made to build on the existing parent forum contact list. During December, January and February a Parent Council stall was arranged and seemed successful in engaging with families A free prize draw (book-token) was offered to pupils and this was felt useful to engage with families and promote the PC.

Parents' e-mail contact data base requires to be updated. DMA to check with AM.

4.2

Improve communication links with Parent forum

1. Through LA website

CW and RG to arrange to meet Gordon Cookson re improving the LA PC web site. There was some discussion about other methods of communication with parents suggestions included: a Facebook group, Twitter, parent discussion forum as well as linking with City of Edinburgh web links <http://edinburghbrightfutures.com>

www.educationscotland.org.uk- useful Curriculum for Excellence information here.

b) Next edition of *Leith Links* is due to be issued end March and deadline for submissions 18th March 2013. LAPC would endeavour to prepare a short article.

4.3

Fundraising & Links with Active Schools

JMS reported that Mel Berry has left LA to take up a promoted post. A replacement Active Schools Co-ordinator has been appointed – Start date 28th Feb 2013 and will be invited to join PC meetings.

Clarification was sought as to whether extracurricular active clubs will continue in the absence of MB. JMS to clarify.

Fundraiser – Quiz – DMA had prepared quiz sheets for sale at £1 each. Poor uptake due to a variety of reasons and decision to extend the closing date to Friday 22nd Feb 2013. Completed quiz sheets should be handed into the School office marked for the attention of D M Anderson.

SPREE– Discount voucher books – CW had promoted the sale of the discount voucher books. £60 will be made to the Maths Dept for calculators etc from the sale of the books, as staff member (Margaret Thomson) supported sale of books to staff. Decided that this was not a particularly useful fundraiser in the future.

4.4

Quality of School Food

AW suggested that parents and pupils are consulted re- what type of food the pupils would want to eat. There was further discussion re- supply from the provider. DMA reported that the topic of Quality of School food was also on the CCwP objectives to be covered in the next 6 months. DMA will take the suggestion made to the CCwP.

JMS reported that the Pupil Council had also discussed this topic at their recent meeting – matter ongoing and will continue to be monitored.

4.5

Work placements / Parents Skills

CW outlined the background to this agenda item. Discussion ensued relating to setting up meetings with parents and pupils. AW offered suggestions where pupils could achieve different exposure to a variety of Professions / Jobs where the pupils would be able to identify what skills are readily transferable. There was positive feedback relating to setting up a session where pupils and volunteers could meet to discuss various jobs on the horizon, guidance on qualifications and career pathways would be offered. DMA highlighted that to run such an event takes careful planning and organising. Parents who note an interest in being involved in planning a careers meeting / event – please forward details of skills or career advice to DMA or CW.

4.6

Parents Health and Wellbeing event

All present were asked whether they would be interested in attending an event planned to deliver information to parents on a variety of health and wellbeing related topics for young people.

The group suggested that web links in *Leith Links* would be appreciated rather than attending an evening event. Links will also be put onto the <http://edinburghbrightfutures.com> web site as this forum develops through the CCwP- this topic is also on the Council agenda so in the coming months there will be updates and links providing information for parents and carers.

The question was raised as to what the pupils / young people in the school are exposed to in their education. CW highlighted ‘The Junction’ an organisation with close connection with the school community. Pupils are well provided for in terms of health and well being issues including Counselling – the point of this subject matter was to ensure that parents and carers know where they can seek support if necessary. Links will be provided over the coming weeks.

www.the-junction.org/about.php

CW noted that in discussion with parents and carers – positive feedback had been forthcoming in relation to the contact with the House Heads. Parents welcomed the continuity in the support offered by House Heads.

Headteacher’s update:

JMS reported on the following topics:

- School heating (4/6 boilers only operational) Calor gas heaters being utilised.
- School roll – 876. May affect funding next academic year 2013/14. JMS linked this with the demographic downturn
- Swimming pool changing room upgrades £60K

- Swimming pool filter replacement – pool closure required for up to 3 weeks.
- PE Changing rooms – drain needs to be replaced – closure expected.
- 90 S2 pupils enjoyed a visit to the Lyceum theatre – *Mid – Summer’s Night Dream* – thoroughly enjoyed by all including JMS who recalled a huge difference into how the pupils were engaged in the Shakespearean drama – compared to his own personal memory – pupils were inspired by the production.
- Xmas concert – Excellent enjoyed by School and locals from the neighbourhood.
- Malawi– exchange – Pupils presented at the Natural Museum of Scotland. The excellent presentation is currently being rolled out to all pupils at their assemblies. Video also on Youtube. DMA suggested link is forwarded to web administrator at CEC
<http://edinburghbrightfutures.com>
- Parental consultation evenings: JMS reported that attendance was down on previous years. Timings of events were sent by text message to all parents for dates relating to their child. The dates are also published in the calendar of events. JMS reiterated that the success of pupils depends heavily on parental involvement. Parents are encouraged to meet with teachers to review progress on targets set. Discussion followed – some parents noted that their child had not made any appointments for them. Teachers made time – this was welcomed.
- JMS has an expectation that a minimum of 70% of parents will attend parental consultation – parents’ support to meet this target is sought.
- Positive destinations – from 2010 – 2012 the number of pupils moving onto a positive destination after leaving LA has increased by 8.7% to 89.4%.
- CEC Confucius Classroom Hub will be officially opened by the Chinese Consul General on Friday 22nd February 2013.
- Pupils from LA entered the HSBC/British Council National Mandarin speaking competition - the pupils reached the final and participated against tough opposition at the British Museum in London. LAPC offer our congratulations to the pupils for their hard work and for flying the flag for LA. Well done to all who participated and supported.
- LA Quality Assurance self-evaluation questionnaire has been issued via email – parents and carers are encouraged to complete the survey to offer constructive feedback on how the school is performing.
- JMS outlined the vision for Schools in Edinburgh.
- JMS delivered a PowerPoint presentation relating to the Senior phase of Curriculum for Excellence (CfE) . Clarification was sought on various points. Concerns were raised.
 - BL asked why pupils had to select senior phase subjects so early in the school academic year. JMS explained that as CfE embeds into the curriculum it may not be necessary to complete the coursing exercise so early in future years. Planning and coursing is the main reason for early choices.
 - DMA informed the group that the National Parent Council forum is planning a senior school CfE information session on 5th March 2013. GMcG, AW and DMA will seek places and feedback. Information can also be found on www.educationscotland.org.uk

Finance report

Balance of LAPC account stands at £2246.46.

RBS have lost the details provided by CW, DMA and JB. To follow up with bank

CW closed the meeting at 21.15 following an evening of full discussion.

DMA post meeting notes:

New North Neighbourhood

LAPC is now part of the City of Edinburgh Council North Neighbourhood partnership. CW & DMA attended a meeting Chaired by Moyra Wilson, Children and Families dept. Inclusion and Pupil / Parent support officer. The Neighbourhood group membership is drawn from Parent council Chairs of local schools. From the group a representative is required to be nominated to attend the City of Edinburgh Council – Consultative Committee with Parents (CCwP) meetings at the City Chambers. Information will be fed upwards from our Local Parent council through the Neighbourhood group and up to the CCwP. In reverse information will be fed back down to our local Parent council and forum. DMA will represent the North Neighbourhood at the next CCwP meeting on 26th Feb 2013.

The next neighbourhood meeting will take place on 4th March 2013.

Lindsay Law – Parent Council Chair from Broughton Primary School was selected as the Parent Representative to the Education , Children and Families Committee. Lindsay will cascade information to CW and DMA – any links to information will be passed to parents via the minutes of LAPC meetings or / and via the school web site.

DMA will also feedback at the next LAPC meeting.

DMA attended a meeting on CfE at Tynecastle High School – the meeting was useful in assisting parents to understand the planning and organisation of the Curriculum for Excellence. Various Secondary schools delivered presentations on how they are approaching curriculum design to meet the necessary learning outcomes. Explanation was offered on the various approaches taken to design the senior school curriculum in preparation for pupils sitting the National N3/N4/N5 exams. A carousel approach was taken to delivering the information – it was useful to hear the different

approaches. JMS participated delivering to the parents present. The approach taken by Leith Academy was scrutinised by parents from other schools and deemed to be a sensible approach with the existing knowledge. Examples of hypothetical pupil journeys were demonstrated – this allowed parents to see how the curriculum layout dovetailed with pupils development needs to achieve their chosen career path.

Action Note Summary

Check the feasibility of monitoring litter in vicinity of school.

E mail Cllr Chas Boothre litter in vicinity of school

Check on-line for school colours

Hand in quality items of school uniform for the stall.

Volunteers required to assist with the planning and organisation of the school uniform stall. Please contact DMA or CW.

Finalise design and printing of LA PC school banner

Update of Parent forum contact database

CW and RG to arrange to meet with Gordon Cookson relating to refreshing the LAPC web site. Parents with skills or ideas of how the website can be improved are invited to put forward their ideas - please make contact with CW LA PC Chair - through the school office.

Check links on <http://edinburghbrightfutures.com>

| |
|--|
| Prepare article for next edition – due out end March and deadline for submissions 18 th March |
| Clarify continuation of active school clubs in the interim period of vacancy of active schools co-ordinator. |
| DMA to communicate concerns raised back to CCwP at City of Edinburgh Council as part of ongoing monitoring. |
| Parents / Carers / Ex pupils who are prepared to offer advice on skills and qualification requirements for career advice to pupils – informal setting. Please contact CW or DMA |
| Links to organisations where parents or carers can seek advice on health and wellbeing matters. |
| JMS to feedback positive comments to House Heads. |
| Parental consultation evenings – parents are encouraged to support their Child through attending Consultation evenings. |
| Survey Monkey quality assurance self evaluation form – please complete the survey sent via e mail. |
| CfE - Present pupil hypothetical journeys using CfE subject choices – in order that parents get a better feel for where the senior school subject choices fit with National exams and career choices. |
| JB/CW/DMA to arrange meeting with RBS advisor. |
| Date of Next meeting - 22nd April 2013 |