

minutes of meeting held on: 08 September 2014

In attendance	Initials	In attendance	Initials
Trisha Emblem (Chair)	TE	Jackie Beer	JB
Jack Simpson (Headteacher)	JMS	Katrina Sellar	KS
Colin Brown (Co-Chair)	CB	Victoria Griffiths	VG
Laura Brown (Treasurer)	FF	Hilary Marsh	HM
Anna Bowman (Neighbourhood Meetings rep)	AB	Craig Renwick, Active Schools Coordinator (part meeting)	CR
Bridget Linton (Clerk)	BL	Fiona Fitzgerald	FF
Tracy Rendall	TR	Kolodziej Katarzynka	KK
Xanthe Bird	XB	Kinga Plaskota	KP
Marlena Kaspezak	MK	Maria Ghedin	MG
Catie Johnston, Pupil Council	CJ	Fiona Rennie, Modern Languages	FR
Oscar Shirlaw, Pupil Council	OS	Roslyn Gaunt	RG
Sheila Ralston, Home Economics	SR	N Finsterbusch	NF

Apologies		Roger Evans	
Maire Johnston		Sue Hay	

Agenda Item	Notes	Action
1.	<p>Introductions</p> <p>TE opened the meeting and welcomed all in attendance. Introductions were made.</p>	
2.	<p>Minutes of Previous Meeting and Matters Arising</p> <p>The Minutes were accepted as a true and fair account.</p>	
3.	<p>Craig Renwick, Active Schools Coordinator</p> <p>Craig coordinates all of the after school activity clubs. His role is to actively engage pupils in sport and to help S5 and S6 develop their leadership skills in a sports environment.</p> <p>The timetable of activities was made available to all S1-S3 pupils. The cost is £20.00 pa and they can then go to any/all of the activities. They can sign up at any time during the session, and, although it is hoped that those taking part in team sports will attend consistently, they are free to swap around the clubs they prefer. This list will now be added to the school website and Leith Links, and it will be made clear that all ages and stages are welcome to attend. Start and finish dates of each activity will be clarified on the website. There is also volleyball and table tennis available at lunchtime. Craig is happy for pupils to have a free try at any activity to see if they like it.</p> <p>AB raised the problems the rugby team have had with transport to matches and a recent tournament. Craig undertook to find out from the coaches why the Leith Academy team members can't join up with those of other teams as they have done previously.</p>	<p style="text-align: right;">CR</p> <p style="text-align: right;">CR</p>
4.	<p>Pupil Council</p>	

	<ul style="list-style-type: none"> - Offered to help to update the website on behalf of the Parent Council. They will speak to Mr Cookson about this. - They asked about the proposed mural. A winning design was selected at Diversity Day but it is yet to be realised. It was suggested that the TSB might once again provide volunteers and the Parent Council agreed they would fund materials. Very keen to progress this and see it brought to completion. - They also raised issues with the school toilets: doors not closing/locking; driers not working; soap being unavailable. It was agreed that the Pupil Council will speak to the janitor about the problems and follow it up by nominating a 'toilet ranger' (name to be advised) to check facilities are maintained. If they require assistance in this, FF has offered to help. 	<p style="text-align: right;">CJ/OS</p> <p style="text-align: right;">JMS</p> <p style="text-align: right;">CJ/OS/FF</p>
5.	<p>North Neighbourhood Meeting</p> <p>Attended by AB and TR (on behalf of Craigentenny Primary School) and among other things, they discussed plans for new schools across the City; Portobello High School; bullying; and the Commonwealth Games. The Minutes from this meeting will be available on the School website.</p>	
6.	<p>Finance Update</p> <p>£2,280 in Parent Council account. No plans for expenditure at present, but suggestions can be put forward during the session. As LB is the new Treasurer it was resolved that she will now become an authorised signatory on the current mandate for the Parent Council bank account.</p>	<p style="text-align: right;">LB</p>
7.	<p>Headteacher's Update</p> <ul style="list-style-type: none"> - Sue Cook has been appointed acting Headteacher for one year at Drummond Community High School. She will be replaced from next week by Ben Stewart from Currie CHS. - Non Uniform Day raised the highest ever sum of £1200. Part of this will go to Leon Rendle's Bucket List, and the cancer charity the family nominate. - Sports Fair took place on 21 August. - LA hosted the BBC Referendum Debate on 26 August – great for the pupils to see behind the scenes of a live broadcast. - EE2 forms – cover all category 1 and 2 trips for the 2014/15 session – have gone out to all parents/carers and should be returned promptly. 	

	<ul style="list-style-type: none"> - Sponsored Walk will take place on 11 September. - Exam Results – very difficult to compare the first year of the National 5 results but LA’s pass rate was 79% - national average is 81%. S5 and S6 results were lower than last year but using identified City benchmarks for S6 leavers still show improvements since 2009. <ul style="list-style-type: none"> o 95% gained 5+ @ Level 3 (SG Foundation) (+19%) o 45% gained 1+ @ Higher (+13%) o 31% gained 3+ Highers (+11%) <p>LA is below the City average but the percentage rises have been higher and the three year trends have been maintained/increased against the benchmarks.</p> <ul style="list-style-type: none"> - School Roll – has been falling and S1 numbers are down. However, there has been an increase in enrolment at S4/S5/S6 and whereas JMS had budgeted for 869 pupils, there are now just over 900. This will result in slightly more money in school rather than more staff. - Proposed S4 Parents’ Meeting re National 5s – discussed, but it was agreed instead, that a timetable of assessments and other deadlines would be added to the website. Parents would be advised of this by text. The workshop which followed the prelims in the 2013/14 session will be repeated. 	JMS
8.	<p>Speed Careers Event</p> <p>TE outlined how the event operates and the valuable contribution parents and friends of the school can make. It will take place in the Resource Centre and time will be made available at the end of the session for pupils to revisit some contributors to discuss details of jobs further. It will be for S5 pupils this year and should take place in November. Volunteers are sought, both to organise the event and to take part. FR offered to be the school co-ordinator for the event. TE will also contact those who took part last time.</p>	TE FR
9.	<p>Parent Council Attendance at Parent Consultation Evenings.</p> <p>This introduces the Parent Council to parents – anyone able to assist at the next Parents’ Evenings should contact TE please. CB will attend the S1 event with TE on 8 October.</p>	TE/CB
10.	<p>Any Other Business</p>	

- NF enquired about **start dates for after school clubs** and it was confirmed that they have now all started.

- NF enquired about **lunch money** and cashless catering was explained.

- **After School Study Provision** – some parents feel that there can be a stigma attached to attending these sessions and that the name can put pupils off. However, others felt that this name outlines exactly what these classes are for and should be retained. Pupil Council will see if they can come up with any alternatives. Ideas were also discussed regarding breaking down the barriers to attending Supported Study. It was agreed that senior students will be asked to encourage younger pupils in their tutor groups to attend Supported Study if they would like extra help or simply a place to do their homework. JMS pointed out that the Resource Centre is also open every day after school if pupils prefer to study there. FR mentioned that some departments operate an ‘open door’ policy rather than nominate a specific day. Parents unsure about the homework situation for their children can make it a habit to routinely check pupils’ planners to see what has been issued. Some departments also use Edmodo.

- HM raised the issue of **vegetarian equivalents** in the cafeteria. The **quality of the food** generally was discussed, together with the discrepancies with the menus published on the website. OS advised that this is the most discussed issue at the Pupil Council. JMS will now advise HM of their contact at Direct Catering. SR and HM will discuss the work previously carried out by the Pupil Council and questions to be put to the caterers. HM will take this further and invite them to attend a meeting of the Parent Council as soon as possible.

OS/CJ

JMS/HM/SR