

minutes of meeting held on: 13 November 2012

LEITH ACADEMY SCHOOL PARENT COUNCIL

MINUTES OF MEETING HELD ON 13th November 2012

Present: Diane Anderson - Co-chair (DA), Christine Wallis - Co-chair (CW), Jack Simpson (JMS), Sheila Ralston (SR), Bridget Linton (BL), Ann Monaghan (AM), Maire Johnston (MJ), Jackie Beer (JB), Viola & Charli Chingore VC, CC), Kasia Banaszynska (KB), Kasia Krawie (KK), Yvonne Woods (YW), Susan Dougal (SD), Trisha Emblem (TE), Penny Radway (PR), Fen Parry (FP), Chas Booth (CBCllr), Eva Almasi (EA), Mellissa Berry (MB)

Apologies: Angela Mercer, Roslyn Gaunt, Grazyna Blachowicz, Adam McVey (Cllr), Gordon Munro (Cllr), Nick Gardner (Cllr), Cindy O'Neill, Alex Lunn (Cllr), Nick Gardner (Cllr)

1. Welcome and introduction

DA opened meeting and welcomed new parents. Group introductions followed.

1. Minutes of previous meeting& matters arising

- Amended Parent Council Constitution now on PC section of school website
- Headboy/Headgirl will be invited to next meeting
- There was lack of school uniform at the start of the new school year at Thomson's, JMS has discussed this shortfall with them- so hopefully resolved for next year
- Amendment under No5: there are over 30 languages spoken in the school
- PC to try and attend S1 Parents Information Evening next year as a high percentage of parents attended and a good opportunity for contact and highlighting PC

1. Workplan review and planning for 2012/13

- **Increase parent email contact database:**

Discussed ongoing focus on securing email contact of as many of parents as possible and agreed to continue this as well as sending out a text from the school prior to a PC meeting

- **Increase contact with parents through:**

1. **PC website:** The school website is very good with up to date notices & events but it was felt that the PC section would benefit from updating. Gordon Cookson in the school has helpfully offered to make these changes, while it is possible for an administrator to make changes to the site with a username & password. CW asked group to consider suggestions for improvement to the PC section of the school website.
2. **LeithLinks:** Plan to update info and possible photos for March edition

Action:All- comments to Christine by end Dec please

- **Fundraising & links with Active schools**

MB discussed successful bid last year for outdoor Basketball pitch- which is now functioning. Thank you to Mel. She is also involved with Project Scotland and their volunteer work force who are actively keen to seek work experience on projects e.g PC website section.

As a PC need to explore and agree what we would like to fundraise for- ideas to Diane/Christine and to revisit next meeting. To link with Pupil Council to see if they have any ideas. PC keen to support Breakfast club and offer to SR to request funds as required.

Christine mentioned Spree Book fundraising which is on a sale or return basis- contact Christine if you would like to but one. They cost £23 each and last until October 2013, with £6 going to the school. They will also be available at Parental consultation meetings:<http://www.spreebook.com>

The Malawi 'rag bags' are available in the school and parents reminded that they can be collected and returned to the Home Economics department.

DA has developed a quiz that will be on sale for £1 and will hopefully be completed before Christmas events.

- **Quality of school food**

Sheila updated the school that with its achieving Health promoting schools level 3 the quality of the school food was raised and this may be the way to improve this. Further update at next meeting.

- **Work placements/parent skills**

Several parents have offered some work experience or sharing of skills within the school and PC keen to continue to develop this and link with Headteacher.

- **Parents Health & wellbeing event**

An event is being discussed for Spring. For further discussion at next meeting.

1. Headteacher's update

- a) **Exam results** –as presented at last meeting LA has improved attainment over the last 5 years and the results will be made accessible for all parents in the next issue of *Leith Links*. Gordon Munro highlighted this improvement in *The Speaker*.
- b) **Walking to school:** over 65% of pupils walk to school
- c) **Quality Improvement Officer** from CEC currently visiting school (any results from this at next meeting)
- d) **Annual visits from Primary heads** last week and good links developed
- e) **Act of Remembrance service:** this Friday at 11am
- f) **Careers Convention:** Pupils from school attended the event at The Corn Exchange
- f) **LEAPS:** Lothian Equal Access Partnerships with Schools. Reps will attend parental consultation evenings in school and promoting access to higher education. For more info see: <http://www.leapsonline.org/>
- g) **Recent meeting of Polish speaking parents** and possible future meetings with other EAL parents.

1. Finance update

Diane Anderson and Christine Wallis agreed as authorised signatures for Leith Academy Parent Council. Current amount held= £2,346.60p. Ideas welcome for expenditure. Jackie Beer remains Treasurer.

1. AOCB

- **CcWP:** Currently the Chairs attend the sessions and feedback to the PC- however current plans to review this and most likely to involve cluster meetings of both local primary & secondary schools. First cluster meeting at LA 26/11/12. DA and CW to attend initial meeting.
- **Scottish Parent Teacher Council** meeting 10/11/12: no rep from LA attended as the agenda did not appear particularly useful for LA
- **CfE event** for parents of S1-3 pupils on 24/11/12: DA and JMS will attend

- **Littering:** a few parents raised concerns as local residents around the walkway and corner of Gordon Street, some of this is generated from outside shops who have no bin provision. This was discussed and options include action by a) Eco group b) cycling group who use walkway c) Cllr Chas Booth to investigate
- **2nd hand school uniforms:**a suggestion was made and agreed to look into the PC managing to collect and selling these (or for a donation).
- **PC banner:**CW suggested that we purchase one of these for display at various school events- they cost approx £100. PC agreed this would be useful to raise profile.
- **Book tokens:**CW suggested that we purchase 10x £10 vouchers for prizes at PC events & for fundraising quiz . Approved by PC.

DA/CW closed the meeting and thanked everyone for attending.

1. **Date of next meetings:**

6th February 2013

22nd April 2013

11th June 2013 (AGM)