

Parent Council

Meeting 25th September 2018

Minutes

Forrester High School

Present; Hugh Brown (Chair), Carol Swan (Secretary), Emma Spence (Treasurer), Douglas Tully, Stephen Rafferty, Sarah Montgomery, Katie Finlay, Bill Buchanan, Hilary Brown, Jackie Barn, Amanda Walter, Lorraine Kneebone

1. Welcome. Meeting commenced at 7.05pm. Hugh welcomed everyone to the meeting. Special welcome to Katie Finlay, Head of Telford House.

2. Apologies – No apologies had been received.

3. Minutes of Previous Meeting; Amendment of previous minute to note that the Fundraising Award work stream should be allocated to Douglas Tully and not Hugh.

4. Matters Arising.

Jackie attended the locality meeting. She reported that the main agenda item was the new parental engagement document. Jackie submitted separately the following report;

1. Parental Engagement

> Sharon Muir attended to give us an overview of the Parental Engagement & Involvement “Learning Together” 2018 - 2021 document which was launched 10 days before this meeting by John Swinney.

- national action plan
- 52 nation actions
- 13 goals for local authorities, practitioners, managers & families
- £350,000 for implementation
- 6 types of involvement; parenting, communicating, volunteering, learning at home, school decision-making, collaborating with the community
- 8 forums;
 - > Health & wellbeing
 - > Teaching & learning
 - > quality improvement
 - > Equity
 - > Parental engagement
 - > digital learning
 - > pathways/DWP

- > leadership of schools
- next steps:
 - > establish strategy group - chaired by Maria Plant with parent representatives
 - > focus groups of parents in some schools (6/8 schools)
 - > conference on 30th November at Murrayfield

2. Next CCWP (consultative committee with parents) meeting - 4th October, 6-8pm, City Chambers;

- summer building works
- ITC - digital strategy & refresh
- quality of school dinners
- health & wellbeing
- Size of social space - Craigmount & Broughton HS
- snow
- street signs/safer routes / transport dept
- Jack Simpson – council recruitment presentation
- school lets issues

Next NW locality meeting is on 13th November, 6:30 - 8:30pm, Broughton High School.

Matters arising (cont). Hugh managed to sort our ongoing issue with Collins dictionaries and the school has now taken delivery .

Emma reported that she was finally receiving correspondence to her home address.

P7 info afternoon on 28th September. It was reported that there would be no PC presence at this event.

Sharing of school lockers – Mr Rafferty to investigate and report back.

Back Gate - Back gate is now open. Mr Rafferty reported that the feedback he has received from local shops was mostly positive. Katie said that she witnessed a lot of littering and Mr Rafferty said this is covered in school assemblies. Sarah to contact Tesco to request additional litter bins which are in short supply.

5 Work Stream Updates

P7 Transition – Jackie provided the following report;

1. Attend Primary School Parent Council meetings;
 - get their input into induction/transition - ideas/suggestions
 - tell them about FHS
 - promote FHS transition dates & information events
2. One page newsletter for parents (proceed by PC);
 - key information

- important events
- Easter learning
- guidance teachers role/parental support
- free breakfast club
- add to Primary School websites?

3. Parent information / transition doc;
 - review/update last years document
 - issue Feb 19?

4. Induction process;
 - improvements/ideas
 - enhance transition
 - information evening - PC input/ideas

Mr Rafferty suggested that Jackie meet with Mrs Scott as early as possibly so these suggestions can possibly be incorporated into school transition planning.

CEC West Edinburgh School Review – Marianne – In Marianne’s absence there was nothing to report

Fundraising Awards – Douglas – Nothing to report

PC Website – Sarah and Amanda presented their report on the website. They had used St Augustine’s website for comparison purposes. It was agreed that work was needed to be done on website. However further discussion was needed on who actually uses the website and who was it for for. Do the pupils use it? MR Rafferty suggested a group meeting between IT, pupils, Staff and parents.

Parental Involvement Strategy

Lorrain presented her initial finding on the topic of parental involvement and referred to the recent paper Learning Together and gave a definition of involvement v engagement. Mr Rafferty stated that definition of parental engagement is a new one. However in any guise having an active parent body is going to have a positive effect. Lorrain asked Mr Rafferty for clarification of this to agree the scope for this engagement; Lorraines report suggested next steps of;

Agree scope of this workstream

Gain a better understanding of current levels of parental involvement

Make recommendations on initiative to take forward

Initial thoughts

Improving awareness of PC

Parent Night Attendance

Launch of show my homework

Career Events

Parent Support Groups.

6 Attainment

Mr Rafferty informed the group that some exam results had been disappointing. He was however very pleased with the Literacy results. Mr Rafferty gave a broad presentation of the attainment results.

Due to time constraints – no general head teacher report was given and the remaining agenda items were not covered. Hugh did ask the group to think about one work that could describe the school and to feed this back to him

Date of Next Meeting is Tuesday 6th November 2018.