

Meeting Time **6.30pm-8.30pm**
Location **Breadalbane Campus**

Chair: Karl Wright (KW)

Minutes: Alison Steele (AS)

In Attendance

John Devine (JD)	Karen Gatehouse (KG)	Vicky Marshall (VM)
Cllr Ian Campbell (Cllr IC)	Cllr Barbara Vaughan (Cllr BV)	Cllr Mike Williamson (Cllr W)
Elizabeth Leighton (EL)	Sandra Mackinnon (SMack)	Gwen Dow (GD)
Tom Pringle (TP)	Andrew Pointer (AP)	Andrew Rae (AR)
Avril Taylor (AT)	Alison Bell (AB)	Elizabeth MacPhee (EMacP)
David McLean (DMcL)	Libby Hughes (LH)	Jane Carmichael (JC)
Mel Nicoll (MN)	Emma Burtles (EB)	

Apologies

Karen Brown

Elaine Buck

Eleanor Mc Nab

Item		Responsibility
4.1	MATERS ARISING	
4.1.1	Whole school Photograph Following some queries JD confirmed that no photoshopping of pupils had taken place. Electric pylons had been removed! This photograph is not an annual occurrence as its very difficult to organise. Photo can still be ordered and a sample can be viewed at the office.	JD
4.1.2	School uniform A parent had asked for clarification on the uniform and the enforcement of the rules. JD aware of a number of parents' concerns regarding various aspects of the uniform however it can be quite a complex issue and not easy to draw firm lines. This item to be discussed at a future meeting.	JD
4.1.3	DHT Primary Interviews Parent Council representation on upcoming interview panel are: Alison Bell & Andrew Pointer, with Alison Steele & Andrew Rae as seconds.	
4.2	HEADTEACHER'S REPORT	
4.2.1	Staffing Update <ul style="list-style-type: none"> Computing/Business Studies – interviews today no outcome yet. Home Economics – Tracey Shepherd leaving, appointed Meg Neilson as replacement. Art/Design Veronica Lynch reduced her hours to .5. JD confident can fill remaining .5. P3/4 Lee Lesley has moved to Perth. Mrs Susan Boyd commenced P3/4 class this week. 	

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	<ul style="list-style-type: none"> • P1 Linda Barr will leave at the end of term. JD confident can replace Mrs Barr but no one appointed yet. • P2/3 Mrs Cameron now has permanent position, previously fixed term. • Mrs Jenkinson from Nursery who was covering P3/4, along with VM, is now back in Nursery. • Alison Johnson now has fixed term contract until end of this session. • Lesley Sanderson will do 3 days per week from Jan 2016. • Christy Moore, Pupil Support, Gaelic Medium. PKC cover costs for 15 hours of her time. 8 hours in Gaelic Playgroup (Crolican) and 7 hours in Gaelic class. • DHT Primary position currently advertised with interviews week commencing 12/12/15. • AP stated that funding is available from Holyrood for Gaelic Support teachers etc. JD happy for Gaelic Medium parent to lobby for monies. 	
4.2.2	<p>Parental Engagement Evening</p> <p>A successful evening with a good turn out of parents, approx 80. JD will feedback on the questions submitted at this event at the next PC meeting.</p>	JD
4.2.3	<p>JD also stated that he has held numerous meetings with parents and sub groups in the las few weeks, e.g. Communication Survey Group, Emma Burtles re Outdoor Education, etc.</p> <p>Vocational Qualifications/Business Links</p> <p>A new report – The Wood Report “Enterprise & Employability” sets out specific targets for schools to create more links with local business to encourage the development of skills for the workplace. Plus a greater emphasis on attaining vocational skills. PKC target is 50% of children leaving school without Higher qualifications should have a vocational qualification. Currently 60% of Breadalbane pupils leave with Higher qualifications. All S4 leavers last year had at least 1 vocational qualification, the target being to expand this. All Dept Heads and Depute Heads will meet to discuss ways of developing this area and also how to forge more links with local businesses and employers.</p> <p>DMcL advised that a Chemistry Competition helped their dept form links with the Distillery and SSE.</p> <p>Good progress also being made with the Formula 24 Race Car. The chassis will be built, assembled and rolling by the end of term. This is not part of the curriculum but open to S3&S4 pupils as an extra curricular activity. However in future could be incorporated into engineering curriculum. Formula 24 will be presented to PC next year.</p>	DMcL
4.3	COMMUNICATIONS SURVEY	
4.3.1	The full report can be viewed on the Parent Council website. Main points are:	

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4.3.2	<ul style="list-style-type: none"> • 96 responses, 17%, good representation of our cohort • Majority of responses in middle showing a feeling of mixed and inconsistent satisfaction with communication. • Feedback from parents mainly positive. • 70% of respondents either dissatisfied or very dissatisfied. • Most useful communication tools – Groupcall, email, letters home via child. • Timeliness of info/notices from school - large number dissatisfied with this. • Communication with school – a lot of unhappy experiences through office and via email. <p>Emerging Themes</p> <ul style="list-style-type: none"> • Monthly Newsletter • Improve Website • Yearly calendar • Email • Guidance on who to deal with parental queries and how. 	
4.3.3	<p>Conclusions</p> <ul style="list-style-type: none"> • Overall experience of communication mixed and inconsistent. • Parents generally dissatisfied. • Survey repeated annually. • Improve Communication by creating Communication Policy with 'toolbox'. <p>Thank you to everyone involved in creating the survey, analysing the results, presenting the findings and continuing to be involved.</p> <p>Headteacher's Response to Communications Survey</p> <p>JD's initial response to the communication survey also available on Parent Council website. He thanked all those involved in the survey. JD confirmed that a Communications Policy was a positive step and that the Communications Group will continue to exist and work with the school regarding a strategy for this. He emphasised that real life scenarios will form part of the policy document and that it would be important to have different methods for, and input from, all levels of the school; Nursery, Primary, Secondary, ASN etc.</p> <p>On the matter of communication SMack raised an issue that had occurred recently. She received a call from school, the number was identified as a missed call on her phone. No message was left. On returning the call, no-one within the office knew who or why she had been called. This is not helpful for an anxious parent. JD acknowledged and said he would reiterated that all staff should leave a name and message.</p> <p>AP queried whether bad management and not poor communication was an issue, as very late decisions on certain matters, could lead people to conclude that poor communication was at play. KW stated that we should</p>	

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	<p>compile a Communications Policy, see if it works, and this will flag up if other areas were affecting communication.</p> <p>MN on behalf of Communication Group, happy with response from school and welcomes the development of a Communications Policy. Communications Group and school will liase and produce a policy early in the New Year.</p>	CG/JD
4.4	VOCATIONAL EDUCATION OPEN EVENING	
4.4.1	<p>Andrew Rae is the lead on a Vocational Evening to be held in April 2016 along the lines of the successful University evening held this year. The aim is to help students discover what is required to study for a Modern Apprenticeship, Advanced Apprenticeships or enter such areas as Tourism, Social Science, Health etc. SSE and Perth College have confirmed attendance. This evening will be open to all students and parents.</p>	
4.4.2	<p>Breadalbane Academy currently has a Career Ready Scheme which includes paid work experience and mentoring. Currently the mentors are from the Rotary Club. KG to look at widening this mentoring group.</p>	KG
4.5	P7/S1 INDUCTION & LOCHGOILHEAD TRIP	
	<p>P7/S1 Induction & Lochgoilhead Trip</p> <p>KG informed the meeting of the events and actions in place to ensure a smooth and straightforward transition to from P7 to S1.</p> <ul style="list-style-type: none"> • During P6/7 ASN meeting to see what additional help will be required as children move into S1. • In Oct an open evening with parents and pupils is held, when there are displays, whole school tour, meet teachers, etc. • New this year in Nov a Science Event will be held where all current S1 pupils will introduce 72 transitioning pupils to secondary science. • January sees support staff visit feeder schools. • Last year Dunkeld pupils came to Breadalbane, travelling on school buses and participating in classes. School will consider rolling out to more feeder schools in 2016. • Feb/March will see a half day Business/Language/Maths event to familiarise pupils with these topics. • April – enhanced transition- pupils may have weekly visits either individually or in small groups. • May historically had the 5 day, 4 night outward bound trip, last year in Lochgoilhead. <p>The last point undecided this year and discussion still taking place within management group. Last year from a total of 68 pupils, 51 attended, 11 fully paid by the school. Various reasons for remainder not attending; too</p>	

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	<p>long, too far away, costs, disinterest. JD outlined the Governments stance on inclusion for all. The transition trip is currently part of the core curriculum and therefore a high participation rate is optimal. The cost for 2016 would be approx £300 and charging this amount for a core part of curriculum not ideal.</p> <p>A final decision not made, and other ideas, such as daily outdoor activities bases around Breadalbane, or a shorter trip are being considered.</p> <p>A number of parents present, EB, AS, JC, voiced concern and dissapointment that this trip maybe altered. Any parent wishes to express their views should contact the school or Karen Gatehouse immediately.</p>	
4.6	FOG (FUNDRAISING & OPPORTUNIES GROUP)	
4.6.1	<p>EB outlined the main items from the group.</p> <p>Funding Requests</p> <ul style="list-style-type: none"> ▪ ASN coffee mornings: requested £250 – FOG asked for an itemised list and rationale before deciding amount of any grant. ▪ P5 Dynamic Earth: FOG to grant full £218 ▪ Nursery Fairy House: requested £700, FOG recommends granting £350. PC agree to £350 ▪ Playground Assessment: FOG to grant full £250 ▪ Playground Equipment: FOG recommends £500. PC agree to £500. 	
4.6.2	<p>Fund Raising Events</p> <ul style="list-style-type: none"> ▪ Bag pack on 5th December at Co-op Aberfeldy. ▪ Pub Quiz at Fountain pub on Feb 12th 2016 ▪ Art Exhibition – after Easter ▪ Sponsored Event – possibly sporting event on May 29th ▪ End of Year Celebration – hope to have again no lead person or date yet. ▪ Thrift Shop – TBC 	
4.7	ASN GROUP	
4.7.1	<p>JC conveyed to PC the good news that their group had received £2000 from SSE/Griffin. This will fund 2 activities: Motivate will provide a 1 hour session for 10 children, once a month with a room provided at the school. This is open to all ASN children however sessions now full. Cost £1000.</p> <p>The other £1000 to help fund childcare and activities for children during the monthly Parent Support Meetings. Query regarding insurance during these meeting, KG to check.</p>	
4.7.2	ASN Policy – Martin & Mairi compiling. JD to forward PKC ASN Policy Document for reference.	KG
4.7.3	Pilot use of Sensory room working well. JD confirmed will extend by 4	JD

Item		Responsibility
	weeks to end January.	
4.8	COMANN NAM PARANT OBAR PHEALLAIDH	
4.8.1	Gill Steele attended National meeting.	
4.9	AOB	
4.9.1	GW outlined that a UK astronaut will be at the Int Space Station. Children/school encouraged to keep track of him, tweet, link up and see what he is doing. School aware.	VM/PE dept
4.9.2	GW asked if Breadalbane Academy had any plans to re-introduce Forest Learning? VM fed back that staffing difficulties this year meant it couldn't be offered but will look at in 2016.	
4.9.3	PE specialist teacher for Primary. Belief among parents that no PE specialist taking PE lessons, however VM clarified 1 lesson per week is with a qualified PE teacher, either retired or from secondary. This is the same as all other primary schools in area, although perhaps not communicated to parents. PE presentation / discussion on next PC agenda.	
4.9.4	S5 Pupils have an opportunity to sample American University Life. Details on school website.	
4.9.5	JD persuing zebra crossing at car park, bus stop area, with PKC.	JD
4.9.6	Late Bus Passes – Cllr C discussing with Stagecoach. No decision made yet, hopefully within next 10 days.	
4.9.7	JD issued a no-skateboarding rule within school as becoming dangerous.	
4.9.8	AP raised the issue of a creche/child care provision during PC meetings to allow more parents to attend. KG to lobby PKC about funding such a scheme.	KG
4.9.9	An invitation to all Class Parent Representatives to attend PC meetings to be made.	AS
4.9.10	Instrumental Music Service – a request by EMcP that teachers release children in a timely manner for music lessons, some children held back and can be 5-10 mins late. Parent pay a lot for these lessons. JD will mention at Principal Teachers Briefing.	JD
4.9.11	And finally, a big thank you to Fiona McDonald and Sarah Yearsley for all their work on the PC in previous years but have now stepped down.	
	Date & time of next meeting: Thursday 28th January 2016	

Action Points Table - 30/10/2015

Action Number	Action Description	Responsibility	Deadline
2.1.1a	<i>Parent Council (PC) will check back on proposed changes to the House System end of this session (June 2016)</i>	Karl Wright	01/06/2016
2.1.1b	<i>EB stated that it was difficult to get contact details for Registration Teachers.</i>	Karl Wright	27/10/2015
2.1.2a	<i>Follow up to find out what is happening with signage</i>	Parent Council	27/10/2015
2.5d	<i>Action 2.5d: Book Thrift Shop for Parent Council</i>	Tom Pringle	27/10/2015
4.1.2	<i>Clarify rules and purpose of school uniform</i>	John Devine	28/01/2016
4.2.2	<i>Feedback on questions submitted at parental engagement evening.</i>	John Devine	28/01/2016
4.7.2	<i>Forward PKC ASN policy to ASN Parents' Group</i>	Karen Gatehouse	28/01/2016
4.9.3	<i>Invite PE dept to present to PC</i>	Vicky Marshall	28/01/2016
4.9.9	<i>Invite class reps to parent council meetings</i>	Alison Steele	28/01/2016