

Gleniffer High School Parent Council



Subject: General Parent Council Meeting No.556

Minutes Taken By: Margaret McCartney

Date: 30/10/17 7.00 pm – 9.00 pm

Date Issued:29/11/17

Venue: Gleniffer High School

File Ref:

Present:

Apologies:

Lesley Binning Alastair McGhee Margaret McCartney	LBi AMcG MMcC	Chairperson/Parent Member Vice-Chair/Parent Member Secretary/Parent Member	Carolann Davidson Dorothy McCann Lorraine Carslaw	CD DM LCa	Parent member Parent member Parent Member
Karen Anderson Iain McKenzie George Walker Sandra O'Hare Lesley Gibson Georgina Kent Fiona Fairbrother Caroline Young	KA IM GW SOH LG GK FF CY	Parent Member Parent Member Parent Member Parent Member Parent Member Parent Member Parent Member Parent Member	Margie Walker Councillor McCartin	MW EMcC	Principal Teacher Local Councillor
John Phillips Stuart Sinclair	JP SS	Co-op Parent Member Co-op Parent Member	Absent: Jackie Kydd Louise Green JulieAnn Butler Kevin Jose	JK LG JB KJ	Parent member Parent Member Co-op Parent Member Co-op Parent Member
Lisa Chalmers Nicola Crawford	LC NC	Head Teacher Principal Teacher			
Robbie Campbell Ciara Phillips	RC CP	Head Boy Head Girl			

Distribution List: All of the above plus:			
Peter Macleod	Director of Childrens' Services	Alison Warnock	Acting Head Teacher, Bushes Primary School
Steven Quinn	Assistant Director (Education)	Hilary Paterson Graeme MacLean Claire MacGregor Duncan Marie-Claire Temple	Head Teacher, Heriot Primary School Head Teacher, Langcraigs Primary School Head Teacher, Lochfield Primary School Head Teacher, Brediland Primary School
Stephen Burns Marie McGurk Lorraine Cameron Eddie Devine Paul Mack Kevin Montgomery	Councillor, Renfrewshire Council Councillor, Renfrewshire Council Councillor, Renfrewshire Council Councillor, Renfrewshire Council Councillor, Renfrewshire Council		

1. Welcome and Introductions

LB welcomed everyone to the meeting – some local councillors have said they will try to attend future meetings. They are planning on coming into the school along with the provost at a future date.

2. Apologies

Apologies were received as above –

3. Comments/Approval of previous Minutes 2 October 2017 –

Proposed by: George Walker

Seconded: Iain McKenzie

4. Matters Arising from Previous Minutes

- Boclair not actually booked – now somewhere else (covered in HG report later)
- Scottish National Standardised Assessments – update from school – Renfrewshire Council – S3 tests will take place in November. LC wanted a standardised leaflet for parents – going out tomorrow. The tests will take place during English and Maths time in ICT suites. Senior Managers will lead it this session to see how it all runs and this will support staff and facilitate smooth running of future tests. This may change for next year in light of findings, and some staff will help support this process as there will be fairly large numbers of pupils undertaking the tests. Staff will look out for pupils for whom the test would not be suitable – for example young people who would be upset by being involved. Staff will also look for alternatives and when these things have been done will get the timetable set up. As there are significant numbers of pupils these tests will be run on an on-going basis through November. The tests are designed to run where pupils will work progressively through adaptive questions which means the test will respond to the way in which the pupil answers. Training for staff will take place during December/January to look at key messages. LC will hope to give a specimen report later. It is worth noting that these tests do not replace summative and formative assessments already in place or the professional judgement of staff. There will be 3 x 45 minute tests plus practice assessment to show how the paper works – how to handle the tool. What happens with the data will depend on the findings from the tests. Information will be on the website.
- School Improvement Plan – LC has struggled to get time to finalise this but will send it out tomorrow. Linked clearer to local improvement plan.
- LC was meeting with S Quinn to look at presentation levels/targets etc – LC was not on all the mailing lists which meant the information was not passed to her to inform her that they would like to see focus groups of staff etc. As a result, they will come back later to meet with staff when they are better prepared. Meeting was fine – Aileen Sangster had provided lots of info including graphs about the attainment gap etc and knows what to focus on for next session – literacy/numeracy at point of exit etc. SQ brought up about options interviews – already discussed at school level so no surprises. Staff are going to review options process – have a spotlight week to see what is involved in these subjects to show progression/skill set required etc. Looking to individualise process – S2-S3 to start. Pastoral support will interview pupils but parents will also be given a slot to come in and speak to pastoral staff to ensure that parents are more involved in the options process. Thereafter the plan is to do the same for S4-S5. This information is required to get data together for TT preparation. SQ will be providing Action Points but they have not arrived yet. It was suggested there might be software to help with timetabling but LC said HP was happier building the TT from scratch so she can see the progression. PC were pleased that parents would be more involved in the process.

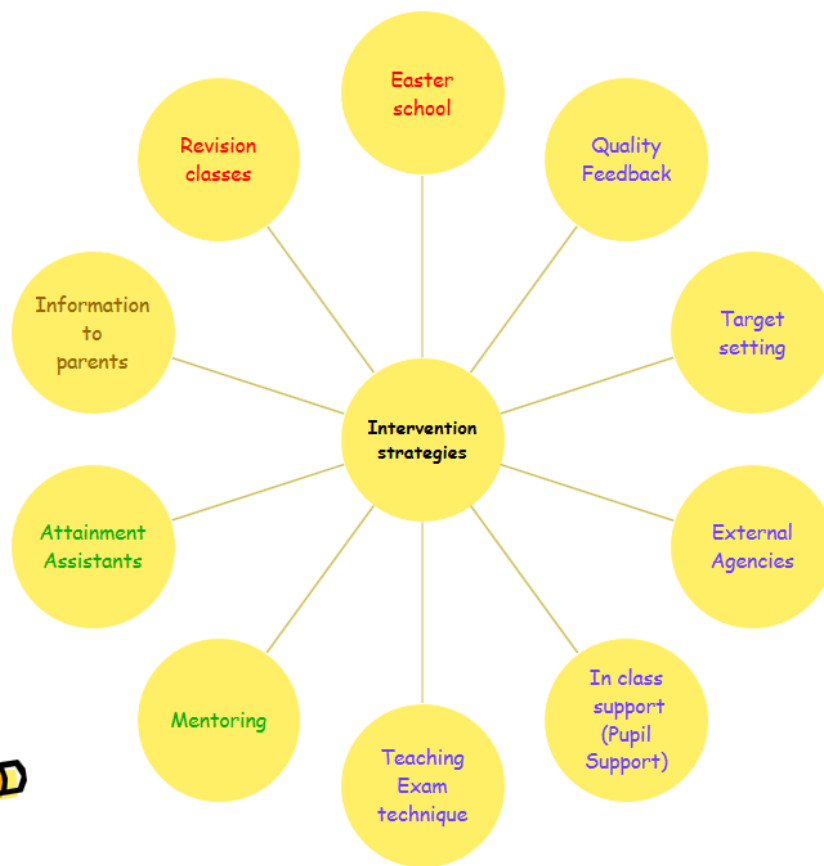
5. School Holiday Consultation 2019/2020

- There were 3 options for perusal but another is expected where the February Weekend is now a Monday/Friday. From the 3 available, the staff prefer Option A. It was noted there was an error in Option C with dates in February. PC happy to go with Option A. LC will let LB know what the final preference from staff is.

6. Parental Engagement

- LB apologises she did not manage to get anything into the newsletter –but will get something in the December newsletter
- Going to get something on website – trying to see if we can get an e-mail address (put back to next meeting) going to check with LC re GLOW e-mail? LC said they are planning to review the use of the school App. Apple have changed their conditions for running the APP which might mean we need to make changes. Someone (Steven Gould) now in charge of this but might need to relook at it. Calendar dates and notifications are probably the most important part of the App. SS happy to help.

7. Teachers' Report



Analyse tracking data – use data to decide which pupils require some sort of intervention – and use data to measure the success of the intervention. Provides an overview of BGE/Senior Phase levels and attainment.

FH/PT & Classroom teachers

Work collaboratively to ensure that the pupil makes progress in the targeted area – effort behaviour etc.

Pastoral/Pupil Support

Liaise with subject PT/FH

External agencies (Calms etc.)

Attainment Assistants

Parents in Partnership etc.

DHT

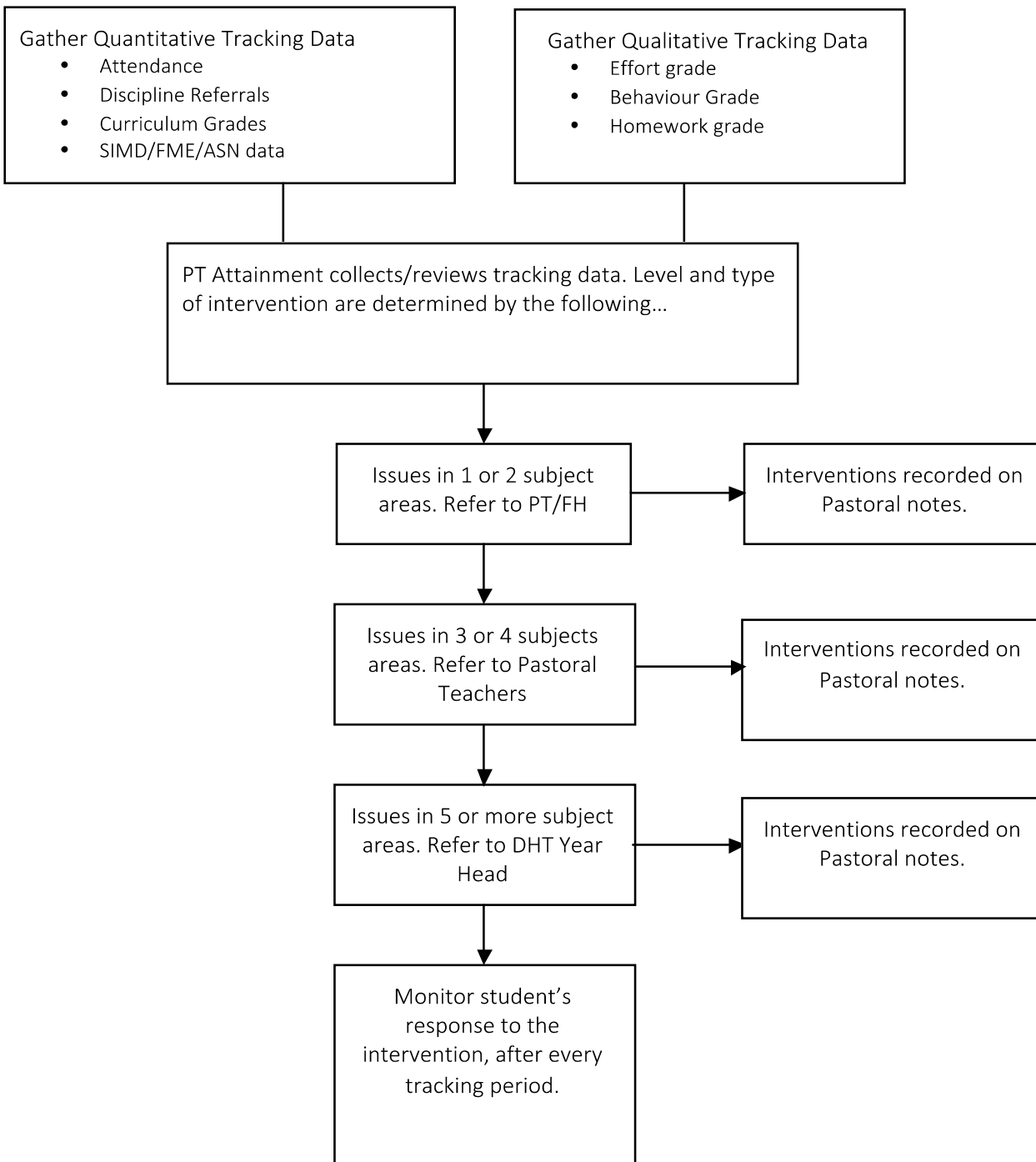
Liaise with subject PT/FH

External agencies (Social Work, Educational Psychologist)

Attainment Assistants/Parents in Partnership etc.

All interventions recorded on Pastoral notes/pupil provision tracking system will be created which illustrates which pupils are receiving support to prevent duplication.

Tracking Analysis Referral Procedures



8. Head Teacher's Report

1. Staffing update.

- Mrs Keay has started in the English department and has settled well.
- Mrs Williams will be assuming the role of Act PT pastoral Support to cover for Mrs Harris while she has a long-term absence. This was following competitive interview and starts at the end of this week.
- Adverts are out for 2 x Home Economics Teachers – one permanent and one temporary; one Music Teacher (0.8), one temporary teacher of Geography. We will soon be advertising for PT Physical Education and Teacher of Physical Education (permanent). The paperwork has all been prepared; we are waiting on HQ processing.
- The new school librarian, Shiona Lawson, taken up post and hopes to attend the next PC meeting.

2. School Activities Update

- Our Parents in Partnership programme concludes next Thursday. This has been a highly successful programme, well organised by Mr Marshallsay - staff inputs have been excellent.
- Remembrance assemblies take place on Friday 10th December. Chaplains will deliver S3-6 assemblies and Badge Holders S1-2.
- A cyber-bullying presentation is running on Friday 24th November for S1/2 pupils.
- Winter Fayre takes place on 25th November 10 am-12 pm. Donations for Bottle Stall and Raffle will be gratefully received.
- N5 prelims will now commence on Monday 4th December, rather than Friday 1st December due to a scheduling issue with the Chief Invigilator. Planning for prelims is underway.
- Our P7 Open Evening took place on Thursday 26th October and was very well attended with over 500 visitors. Parents/carers and future pupils were given tours of departments and got a chance to mix with each other as well as staff. Feedback was excellent and I even received a call the following day with a parent thanking the school and saying how reassured they felt. We are working on the school handbook just now to go out in January and the next big event is a House Transition event in April.

3. School Buses

- There are issues with pupils trying to use school transport who are not entitled to it. There are also a small number of pupils who still don't have passes. I am working with HQ and being well supported by S6 pupils at the buses. It is difficult to manage when there are three buses so we are looking at the possibility of filling one bus then allowing entry to the second one. The third bus is usually fine, however we did get a complaint that because we were being so tight with the large coaches, some pupils jumped on the smaller bus and pupils couldn't get a seat. This is the first time this has happened. The drivers need to be vigilant with passes too. Texts have been sent and a post put on twitter. It will also be a feature of assemblies this week.

4. Building Security

- We have upgraded building security so that access to the building after 9.15 am can only be made through the staff and visitor entrance. Cameras and door entry systems have been improved ensuring that we are making our building as safe as possible for young people and staff.

5. S5/6 Parents Evening feedback presentation.

6. Customer Service Excellence Award

- The CSE award has been achieved by GHS for a number of years, however it is costly in terms of budget and time. And the funding, in particular, is of concern this session. I would like to gather views on whether the CSE is something which is still vital to GHS or whether we could work to gather views on customer service in a different way and reaching the wider parent and partner community.

7. I would like to gather initial views of the Show My Homework package. There were mixed reviews on some aspects but overall at this early stage it was felt to be useful.

9. Head Girl/Head Boy Report

- Total now available from the McMillan Coffee Morning - **£195.69**
- Food bank appeal – this took place over the full week – explained the purpose of the appeal how it worked – allows families to get an emergency pack of food and toiletries etc. The pupils collected 4,655 items S6 very impressed as this was over 1,000 items more than last year.
- Halloween dances tomorrow – Mr Gorman is DJ plus college student doing face painting and tuck shop
- Senior dance S4-6 on Thursday £6 Mr Gorman in the DJ at that disco too
- House assemblies for each house – pastoral support teacher leads this. Go over what is happening in each house – Brodie won maths week so they were congratulated at their assembly
- German exchange – Pupils had a wonderful experience both the German exchange students and the Gleniffer hosts
- Litter picks – 2 so far – hope to have one each month – S6 prefects with non-contact last 2 periods on a Wednesday but hoping to involve S1 pupils at subsequent litter-picks
- Presentations to S1 –
 - Bald Bain Road Safety
 - Fire Safety – fireworks – scary
- Friday 3 November – Gryffe High held the HB/HG Conference – all schools represented. PowerPoint on what each school is doing that is unique – we are involved in a number of activities to raise money for Malawi – Carni-Malawi week etc. as well as things like the buddying system. Looking for PC to find out if they have any good ideas to take forward. Breakfast for S1 pupils. Surveys etc
- Morning rolls – at break reduced to 3 x times per week – lots of moans – staff included. Badge holders are going to write a complaint to council and might draft a petition. Ask for ideas to Amey and non-Amey schools. Do they offer range of alternatives? It was pointed out that for some pupils the morning interval food will be the first meal of the day so might need something quite substantial e.g. a roll. It was also pointed out that the food from the canteen is as healthy as possible. If rolls are not available, then pupils may have a cookie or something else or indeed go to the shops and buy something far less healthy. Previously there was a van which sold fried breakfast etc to pupils and it is not desirable that this happens again therefore it was felt that the healthier alternative was to continue to offer rolls every day.
- S1/2 Energy quest event – 60 pupils built electric cars etc
- Thursday CP booked prom – Sherbrooke castle has been booked as a package deal - £38. Liaise with venue to look at policy re alcohol. Will run a bus to the event and back to Paisley too.

10. Any Other Business

- **None**

11. Date of Next Meetings

- 4 December – AMcG apologies in advance as he will be unavailable on that night
- 8 January
- 5 February
- 5 March
- 16 April
- 4 June