



**Gleniffer High School  
Parent Council**

**Subject:** Parent Council Meeting

**Date:** 18<sup>th</sup> March 2024 7.00pm

**Minutes taken by:** Susan Gray

**Venue:** Gleniffer High School

**Date Issued:** 21<sup>st</sup> April 2024

**Present:**

PRESENT		APOLOGIES	
Julie Connell (JC)	Chairperson	David Morrison (DM)	Vice Chairman
Susan Gray (SG)	Secretary	Vicky Colquhoun (VC)	Parent Member
Julie McCulloch (JM)	Parent Member	Lisa Watt (LW)	Parent Member
Katrina Gelston (KG)	Parent Member		
Tracey Hawes (TH)	Parent Member		
Archie Speirs (AS)	Parent Member		
Nicola West (NW)	Parent Member		
Suzanne Baxter (SB)	Parent Member		
Lisa Chalmers (HT)	Head Teacher		
		ABSENT	
Jenna Bird	Student Leader	Pauline Erskine	Parent Member
Morven Gibson	Student Leader	Carol McCluskey	Parent Member
Abbie Fairlie	Depute Student Leader	Louise Muir	Parent Member
Lauren McMahon	Depute Student Leader		

**1 Welcome & Apologies**

JC opened the meeting and welcomed the attendees. SG advised of apologies received.

**2. Minutes**

The Minutes of the last PC Meeting held 19<sup>th</sup> February 2024 were approved.

**4. Head Teacher’s report**

Staffing

Mr Shand has been appointed Acting PT Inclusion (0.2) to share the post with Mrs Williams while she returns part-time from maternity leave for a year.

Mrs Hunter (Art) stops for maternity leave on 22<sup>nd</sup> March. An appointment has been made to cover her position who will start after Easter.

Recruitment will soon be taking place for Business Education, Support for Learning, Geography, Temp Technical.

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Mrs Urquhart is retiring at the end of this year, having worked in Gleniffer since 1987 and LC conveyed her gratitude on behalf of GHS for those years of service and wished Mrs Urquhart all the best for her retirement.

### Leavers' data

LC presented the leavers' data for session 2022-23.

### Attendance Policy

LC advised that the school is making some changes to the way absences are dealt with and a pilot is now running with the full launch from 15<sup>th</sup> April. A dedicated clerical support assistant will record absences, check registers are complete and monitor any pupils for who the school has welfare concerns.

Project Leads (PEF) will be allocated parents/carers to call when an absence has not been reported.

There will be a change to the Groupcall system for messaging regarding absences with these being advised on a period-by-period basis. This means parents/carers may receive up to 7 messages a day if they do not confirm the pupil's absence. LC advised that this will hopefully, in the long-term, improve safeguarding procedures and reduce absence and LC advised that with the new system, errors in pupil attendance registers across classes should now be minimal.

### School Calendar/Events

The following events are scheduled:

26<sup>th</sup> March: YPI Final

27<sup>th</sup> March: Bear Today Gone Tomorrow

28<sup>th</sup> March: School closes for Easter Holidays at 2.30pm

Easter break: Easter school classes are running throughout the holidays. The schedule is on the website.

15<sup>th</sup> April – 17<sup>th</sup> May: S3 Assessment Block

17<sup>th</sup> April: Young Musician competition

18<sup>th</sup> April: S6 Graduation

19<sup>th</sup> April: S6 Last Day

22<sup>nd</sup> April: Exam leave begins

10/20<sup>th</sup> June: School Show

The timetable change for all year groups will commence on 28<sup>th</sup> May.

### **5. Student Leaders' Update**

The Student Leaders advised that their events for the year are all over and they are finalising the orders for the Hoodies, the Yearbook and the Prom arrangements. The Afternoon Tea organised was a great success with profits going towards Prom costs etcetera. The Parent Council congratulated them on their hard work throughout the session and fund-raising success and wished them good luck for their exams and futures.

### **5. AOCB**

None arising.

### **6. Next Meeting**

The date of the next meeting was confirmed as Monday 22<sup>nd</sup> April 2024 at 7pm (the PTA will meet at 6.30pm) before the meeting was closed.

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