



## **Bathgate Academy Parent Council Meeting Minutes of Meeting held on Wednesday 19 November 2014**

**Present:** G Abbot, I Meek, D Nelson, Y Shaw, K Renton, L Bell, D MacDonald, Cllr H Cartmill

1. **Apologies:** J Baird, J Harkins, Cllr W Boyle, Cllr J McGinty, M Primrose, J Smillie, K Smillie, A Cringan, E Stewart

2. **Departmental Presentation** – W Macdonald

Due to the short numbers of attendees to this evenings Parent Council meeting the decision was made to postpone said presentation. Rescheduled date to be confirmed in due course.

3. **Minutes of Meeting held Wednesday 24<sup>th</sup> September 2014**

In matters pertaining Parental Contributions it was advised that the total sum received to date stands at £480.00. G Abbot requested that with Parent Council permission, Bathgate Academy could purchase sports outfits for the School gymnastics team. Group agreed said purchase would be a worthwhile use of funds. As a way forward it was agreed any parental literature relating to the Parent Council Contribution Scheme should be delivered at the start of the school term in August. It was also agreed that relative documentation could be offered via the School web page to promote the Scheme.

4. **Head Teacher Appointment Training Sessions for Parent Council Members – I Meek**

To aid the Head/ Depute Head Teacher appointment process Parent Council members are welcomed to attend a certain stage of the interview process. To do so however, relative training must be undertaken by any interested parties. Group discussed which parents within Bathgate Academy Parent Council have already participated in said training and those wishing to attend at a later given date. Mrs Laurie, Parent Council Clerk will advise any future training dates as and when available.

5. **Delivering Better Outcomes – Parent Council Views – I Meek**

In light of ongoing Delivering Better Outcomes Consultation currently being undertaken by West Lothian Council, Parent Council members are encouraged to offer opinion in relation to proposed potential budget measures. Discussions ensued as to the impact said proposals will have on Education with the opinion of Group welcomed on certain detailed topics, for example, Reducing Printing Volumes and Costs, Review of Primary and Secondary School Budgets, Review of Additional Support Needs Pupil Transport, Managing the Council's Information Technology Infrastructure. I Meek to prepare a response on behalf of Bathgate Academy Parent Council. Any relevant outcomes on Consultation process will be relayed as and when available.

6. **Consultation of Admission Arrangements for Specialist Provision – I Meek**

In response to recently distributed communication Parent Council were offered an overview of the Admission Arrangements for Specialist Provision for 2014 Document and the consultation period to follow forthwith. I Meek delivered an outline of the proposals relating to the logistics for the provision of additional support needs within West Lothian. Group are asked to refer to [www.westlothian.gov.uk/specialist-admission-arrangements](http://www.westlothian.gov.uk/specialist-admission-arrangements) for further information. Consultation meetings are scheduled for Dec 4 at Bathgate Academy and James Young High School on 10 December.

## **7. Head Boy-Head Girl Update**

Jordan Mein, Head Boy and Claire Renton, Head Girl offered an informative presentation to Parent Council detailing current pupil related perspectives.

- Talks are in progress in relation to the introduction of a pupil merit system. The intention of said scheme would be to merit individuals who not only meet but also deliver over and above expectations. The categories for award are still under discussion at this stage. Decisions on how and when pupils will be offered a final award based on the number of merits achieved is also under discussion. Further information will be offered as and when available.
- It was explained that House Captains recently carried out an exercise to promote pupil voice within Bathgate Academy. Pupils were asked a variety of questions with certain pupils agreeing to have said discussion recorded via ipad. Views on what pupils think of school, what they believe is important about their time in school and what Bathgate Academy means to them as an individual were highlighted for consideration with all relative responses to be collated and reviewed. Said findings will ascertain school values as a way forward.
- Pupils from Bathgate Academy alongside pupils from local primary schools attended a poignant Memorial Service at the recently refurbished War Memorial in Bathgate town centre.
- Recent Children in Need fundraising activities proved to be successful with pupils and staff raising £500. This sum was then matched by the School Charity Committee with a grand total of £1000 being issued on behalf of Bathgate Academy.
- All Prefects have settled in well to the role in hand and have embraced their designated duties accordingly
- All fundraising activities pertaining to Senior Prom 2015 are well under way. Said event is scheduled for 25<sup>th</sup> June 2015 at the George Hotel in Edinburgh.

## **8. Head Teacher Update – G Abbot**

G Abbott explained the forthcoming arrangements in relation to the appointment process for the advertised Depute Head post. Long leet interviews will be carried out Monday 1<sup>st</sup> December. After this exercise a meeting will be held at 4pm on 1<sup>st</sup> December at Bathgate Academy whereby G Abbot will present to Parent Council the outcome of earlier interviews and seek agreement as to which candidates are to be selected to progress to the short leet interview stage on 10<sup>th</sup> December.

Considerations are under way to reduce the current lunch time session by 5 minutes. After recent observations it was intimated that it would be more beneficial to the logistics of the school day to commence the afternoon session earlier and end the school day at 3.25pm. The benefits and shortfalls of adhering to said suggestion are still under consideration with further information to follow.

Discussions are in progress in matters pertaining to pupil timetable changeover dates. Currently this exercise is carried out at the start of June however a proposal has been put in place to amend this to May 6<sup>th</sup>. As a result of a shortened pupil exam leave allocation it was intimated that it would be more beneficial to pupils to utilise available time within the SQA exam diet more effectively and commence National and Higher courses earlier. The impact this exercise would have on the school planning overall identified with the bringing forward of pupil course choice exercise and amendments to pupil reporting periods highlighted for consideration. Parent Council will be updated on intentions accordingly.

## **9. AOB – All**

Recent issues relating to transportation of pupils from Blackburn highlighted for information. It was established that the initial bus allocated to uplift pupils was arriving at the designated collection point too early with very few pupils there at that stage for pick up. As a result the remaining two buses were full to capacity and in some situations did in fact have to leave pupils behind. It was confirmed that said issue has been addressed and rectified.

G Abbot confirmed that recent issues with certain individuals smoking in toilet areas have now been identified and addressed accordingly.

Cllr Cartmill offered information to Parent Council on the forthcoming Rock the House and Film the House events. Relative information to be distributed within the school for pupil information.

Discussions ensued as to the door entry system to Bathgate Academy and the requirement to have a member of Parent Council available at the beginning of each meeting to ensure the premises are accessible. It was agreed that this is to be monitored at future meetings and acted upon as required.

## **10. Date of next Meeting – Wednesday 21<sup>st</sup> January 2015**