

# Bathgate Academy Parent Council

## Minutes of Meeting

Wed 16<sup>th</sup> January 2019, Conference Room

### Attendees:

Grant Abbot (HT), Lauren Bowie (T), Tracey Bredski (T), Derek Cornwall (Chair), Cllr Harry Cartmill, Richmond Davies, Tracey Ironside, Delyth MacDonald, Helen Neary, Michelle Primrose, Kirsty Roger, Hazel Young

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### Topics

#### 1. Apologies

Received from Susan Carroll, Jacqueline Harkins, Pamela Reid, Sharon Robertson, Karen Smillie

#### 2. Minutes & Matters arising

Minutes were approved and Derek updated on two matters arising not on the agenda were:

- The winning Parent Council Pupil Logo competition certificate being presented by Full Circle Graphics, Livingston was completed and Derek will advise the company to make arrangements with the school office for a presentation award with Casey and photo opportunity.
- Derek to discuss a one page marketing brief with Full Circle Graphics on quotes received from parents endorsing the school's online payment system for a future promotion release by the Parent Council.

#### 3. Chair's feedback

Local Forum - The next West Lothian Council Local Forum was being held on 6<sup>th</sup> March 2019 at Deans Community High School at 7pm. As soon as the agenda becomes available Derek will send out and issue notice to all parents who are all welcome to attend.

#### 4. School Captains Update

Grant advised pc members that haven spoken with Murray and Jessica, there were no issues to update and gave their apologies due to preliminary exams being carried out. This was noted and duly understandable.

## 5. Pupil Parliament Set Up

Grant provided a background why the school needed to change away from the pupil council set up and introduce a pupil parliament. Grant also introduced Lauren Bowie a teacher at the school who had been heavily involved in the set up of the pupil parliament who then provided a presentation to pc members on the pupil parliament structure, how it was set up over 6 committees, who meet once a month over differing periods and each committee has a range of year groups from S1 to S6 involving around 80 pupils covering the following themes:

- Safe, Nutritional and Healthy
- Achieve and be active
- Responsible, respected and inclusive

Examples of pupil's work in determining goals, reality, options and will do were handed out for further clarity. A teacher is attached to each committee for guidance and for pupils to report back on progress being made with tasks etc.

Cllr Cartmill asked what the outcomes would be in say two years time and Grant advised that the model was in its first year but hoped that outcomes would be that pupils would take ownership and understand the decision making processes within the school and improvements would stem from shared ideas and be clear that would entail everyone and involve key voices as the school sees pupils as their partners.

Michelle raised the issue of the recent introduction of prefects being extended across all year groups and whilst this was an excellent idea asked Grant if he could clarify the criteria being used to award a prefect status and also its retention. Grant advised that 10 hours of voluntary work had to be carried out before consideration of the award of prefect and this had to be 'within our community' that involved the school. Previously it was based on age of 16 and that the school were not making the most of pupil's talents eg leadership that were under 16.

Grant to look into whether pupils attending a volunteering event lasting say 6 hours counts as 6 towards their tally of ten or is taken as one hour. Grant advised that once a prefect badge had been awarded in order to retain the badge then a further 10 hours of volunteering work would be required going forward.

Lauren concluded that future pupil's ideas in suggesting pupil parliament topics for debate was still under consideration and that suggestion boxes were a possibility. Derek thanked Lauren on behalf of the parent council for her very informative presentation and that this provided the pc a better understanding of the pupil parliament set up.

## **6. Discussion Topic – Health, Wellbeing & Safeguarding (HWS)**

(a) HWS - Derek asked pc members for a subject matter on safeguarding that could be included for the parent council information release at the end of January and all agreement was reached on 'online safety'. Derek to issue a release in due course via the school app. Derek also advised PC members that the planned presentation on HWS for a common understanding that was scheduled for the January meeting will be deferred to March due to the imminent HMI school inspection at the end of January.

## **7. Head Teacher update**

(a) School HMI Inspection – Grant provided an insight on the forthcoming inspection that was scheduled to take place within the school week commencing 28<sup>th</sup> January 2019. He advised that HMI had produced a survey asking all parents at Bathgate Academy to complete and thus far only 9% of parents had completed. A further push was being made by the school asking parents to complete the survey by the deadline of 21<sup>st</sup> January 2019.

Grant also explained the Nat 5 and Nat 4 attainment levels and the perceived perception of the old SCE A to C as a pass whereas under Nat 5 A to D is a pass as far as weighting for colleges etc. Grant further explained that pupil attainment of Nat 4 results were an internal school assessment with no exam at the end of the course whereas a Nat 5 is exam based. Derek to view the school's web site and issue a parent council summary release on these attainment levels if required.

The school's final inspection report would be published in due course and currently any school's HM inspection report can be seen on Educational Scotland's web site or parent zone.

## **8. PC Roller Banner Specification brief**

Derek asked pc members to provide a brief on contents of a roller banner for his meeting with full circle graphics on 18/1. Agreement was reached to include pictorial and limit descriptive as much as possible, be generic in its nature and include aspects of parent council roles, responsibilities, activities, contact information and advice raising matters. Derek to also obtain ideas on banner design from WLC corporate comms and ascertain what other primary and secondary schools have already produced. The banner could be displayed in areas where large volumes of parents are visiting the school and in public areas such as partnership centres and libraries to promote the work of Bathgate Academy Parent Council.

## **9. AOCB**

Grant to display minutes and Parent Council information on table at main reception area

Cllr Cartmill provided some good news and advised pc members that the West Lothian Council Education Executive had approved a grant allocation of up to £20k for Bathgate Academy Polar Academy funding. This was noted and will be a boost to the fund raising efforts already been carried out at the school.

PC members discussed the issue of the falling numbers of parents attending parent council meetings since September, despite agendas being kept minimal but interesting and Derek stated that we had 5 apologies for tonight and that historically January's attendance was always low, fresh ideas to encourage parents would be considered, eg provide tea/cakes but recognised that not all parents need to attend the parent council but each parent/carer should be involved in their child's education and school.

**10. Date of Next meeting**

Wednesday 20<sup>th</sup> March 2019, at 6pm Conference Room