

CV



Biggar High School Parent Council- January 19th, 2021

Present: Robert Stewart (Head Teacher), Julie Forrest (Secretary), Kirsty Campbell (Vice Chair), Clare Waters, Kate Allister, Flora Neville (Chair), Chrissy Wild, Wendy Johnstone, Colin Cuthbertson.

Apologies : Sue Hope, Ian McAllan, Rosslyn Thomson, Paul Kane

ITEM	DETAIL	ACTION
1) Welcome & Minutes from Previous meeting	<p>November's minutes were discussed and approved.</p> <p>Social media- Flora thanked Kirsty for all the Social Media communication so far- all looks fantastic.</p> <p>Currently no change to the Crawfordjohn bus situation- no further concerns and likely not to progress until summer when bus contracts are up for renewal.</p> <p>Information Booklet to promote Parent Council and the role of the Parent Council? Suggested we could create this on a virtual platform and circulate? Robert noted that Liz in office acts as central point for SWAY school newsletter and perhaps she could put a PC chapter in each newsletter as a central, consistent communication.</p> <p>Agreed that this was a good idea. Robert to issue Liz's email. Ideas for this included Parent Council 'tip of the week'? Thought of the Week?</p>	

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	<p>WJ stated that communication from the school had been great- however, noted she had not received a newsletter via e-mail or the Guardian e-mail request. There was some discussion about how this will work. Robert asked If PC knew anyone who has not received an email re. newsletter/guardian email please ask them to contact the school office. It was apparent that some e-mails were being filtered (possible where parents were putting down business e-mails as point of contact?). RS noted that school would issue an update at some point into week three of remote learning as by that time some of the teething troubles should be sorted and there would be more teacher assignment information available to parents via the Guardian e-mail provision.</p> <p>Transitions for P7's – Mrs McFarlane has brought together all associated P7 children for a virtual tour of the school. There are virtual 'remote' lessons set up for each subject and 'Blast Off to Biggar' packs for each subject and individual pupil folders to record the work they do. Placing request pupils have also been involved in the processes as detailed above.</p> <p>Communication with Wiston Lodge for some of the children that come up for "special" visits re. an opportunity for an outdoor learning trip to Wiston Lodge. There will be no trips for whole year groups this year. Perhaps by May/June small groups may be able to come and visit the High School if our usual transition days cannot go ahead. It was suggested that KC could publicise this within the community as positive transition events.</p> <p>Lottery Licence Changes – Flora will catch up with Sue re. these changes.</p> <p>Online learning thoughts – Robert stated that every teacher and subject is doing their best within existing circumstances and constraints. Engagement is good generally- first impressions that senior engagement is strong and similar pattern with BGE as per lockdown 1. Currently Robert is trying to get a flavour of both parents and children's views and at end of week 2 staff will input an engagement update which will allow faculty heads and Pupil Support to prioritise/follow up on any pupils not engaging (priority to seniors initially).</p>	<p><i>RS to liaise/ arrange.</i></p> <p><i>PC to network via usual channels and encourage parents to contact school</i></p> <p><i>KC to action?</i></p>

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	<p>SLC Grant form still outstanding – this is due to the issue with transferring the Treasurer details.</p> <p>KC discussed how it seems slightly easier to make signatories changes- Digital signatures are okay and KC has form. Agreed to action before next meeting. FN will go into bank and find out exactly who are signatories and sort out from there</p> <p>Statements – CW hasn't received a bank statement for quite a while. Robert noted that he has not received any- statements may now be quarterly?</p> <p>At the November meeting Wendy was volunteered to be trained by Mr Barrowman in using the school app. WJ agreed to this.</p> <p>Report cards return slip- KC suggested if it would be easier if it was a google form sent directly to parent? KC asked if 1 week after the date a reminder to parent to submit could be made by school and by PC</p> <p>RS to provide list of reporting dates to KC for information. RS noted that reports/ options processes have to be adapted to new circumstances. Options would be captured via Google Forms and interviews re. options choices would be done remotely (options handbooks were already available on website and via PSE classrooms).</p> <p>Staff in most cases would have to complete reports at home and steps were being taken to facilitate this. Nature of S2 and S3 reports would need to be modified.</p> <p>ASN Logo – KC asked if this could be designed, WJ confirmed that she will do this before the next meet.</p> <p>KC asked if Robert wanted access to Facebook – R shared that he felt that it would not be appropriate for him to have this and he was confident in the Parent Council to publish appropriate text.</p> <p>Digital Signature for the Internet Security. Can FN and WJ sign?</p> <p>GDPR Policy – this was discussed, agreed and voted through. KC will add to Google Drive.</p>	<p><i>WJ to action</i></p> <p><i>RS to action</i></p> <p><i>FN to action</i></p>

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	<p>CW discussed the Just Giving page –this is set up under Parent Council email address but CW is locked out (FN to send to CW password). However, CW is not sure if this a good time to issue these details but it is ready to go live when we deem it suitable. Discussed and agreed to hold this at the moment and review circumstances later in the year.</p> <p>Robert is wanting to highlight good practice (good pieces of work) from the Children so he can highlight positive interactions and experiences. PC to network this request.</p> <p>Robert asked if PC could make sure that everyone spreads the word that if anyone is not receiving anything they need, or have any concerns to contact the school as soon as possible.</p> <p>Robert also if we could think about how we could capture parents' views in the coming weeks on how remote learning is going- possible partnership communication?</p>	<p><i>KC/WJ to action</i></p> <p><i>RS to action</i></p> <p><i>All to action</i></p>
<p>2) Headteachers Update</p>	<p>Robert wanted to offer a “Well done” to all staff and children as there had been no COVID-19 cases pre xmas and over xmas. Everyone had worked extremely hard at keeping each other safe</p> <p>Equity link is now on School webpage.</p> <p>Chrome books have been distributed to identified pupils under the ScotGov scheme.</p> <p>Remote learning – school has developed this and are seeking to make lessons as interactive and engaging as possible.</p> <p>The general principles for school work is that most work will be set out at the start of the week with more drop-in clinics for children to get help as the week progresses.</p> <p>Robert stated that S2/S3 if the work is too much to work on the subjects, they could concentrate on the subjects they are wanting to continue with further into S3/4 . . .</p>	

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	<p>All parents have been issued invitation to Guardian e-mail system. A few teething problems but this should be sorted shortly.</p> <p>Exams cancelled (replaced with estimated grades/ awards). Teachers will be gathering evidence till May/June. Inset day in Feb will be used to support the teachers' understanding of assessment instruments and standards.</p> <p>Staffing is settled just now, new English teacher Miss Cockburn started in December. 1 teacher now off on Mat leave, but school has this covered.</p> <p>SLC Budget – at present 'savings' proposed include - Area cover supply to be cut, transport moved from 2 to 3 miles, and there will be a possible 0.8 teaching staff reduction. Update may be ready by February after full council approve or reject planned savings . . .</p> <p>Draft improvement plan in December – put-on hold and discuss at February meeting.</p>	
3) Next meeting	<i>Tuesday 16th February, 2021 – 7 p.m. Zoom Meeting</i>	