



The Robert Burns Academy Parent Council Barony Campus

Date:	2 nd June 2025
Present:	Carol Dillon, Claire Donnelly (Chair), Hazel Drummond, Elaine Gemmell, Sheena Gemmell, Elspeth Goldie, Catrina Heggie, Lesley Hill, Stuart Hill, Laura Kelso, Amanda Luff, Ian McMeekin, Christina Palmer, David Todd
In Attendance:	Tracy Stewart
Apologies:	Karen Cairns, Jillian D'Agostino, Kirsty Mitchell, Janet Sloan, Cheryl Templeton, Sadie Wilson

Agenda items

1. Pupil Report

Emma and Alisha, two of the school's SCQF Ambassadors, gave a presentation about their role within the school. Their presentation will be embedded in the minutes.

2. Minutes of Previous Meeting

Minutes circulated via email, noted at meeting and agreed as accurate by general consensus.

3. Correspondence

Latest updates from Connect and the Parent Council Steering Group have been circulated via email.

4. Update from Chair

Parent Council Prize – Nominations for the first recipient of the Parent Council prize are sitting with the senior leadership team for review. Prize Giving will take place on Wednesday 18th June for S1-S6.

Changes to Constitution – Following the recent changes to PVG requirements, it was proposed that a change was made to the Parent Council constitution to allow us to continue to support the school, with supervision, without the need for all members to have a PVG in place. The proposed change will be circulated to the wider parent forum via the school app. If there are no objections the proposed changes will be adopted. In support of this and the high number of volunteers who come on to the school campus, a volunteers policy is being drafted and will be in place for the start of new school year.

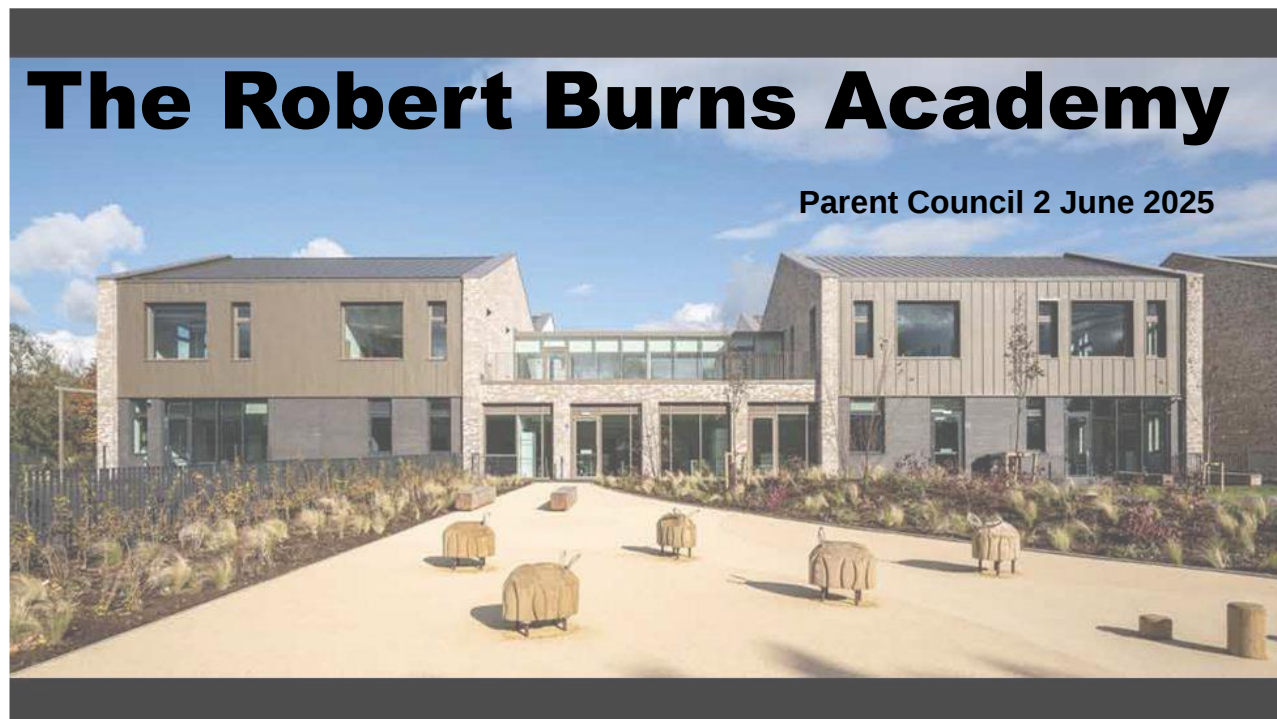
5. Parent Steering Group Meeting

Latest minutes circulated via email

6. Head Teacher's Report

Report provided by Head Teacher, full report on file.

Miss Stewart updated on activities and achievements within the school since our last meeting.



Recruitment

There are 8 vacancies being interviewed over the next 2 weeks including a Depute Head Teacher whose role will be to lead on the P7-S1 transition. A member of the Parent Council will be asked to be on the panel. Other vacancies include Business, PE, Art & Design, Home Economics and English. It is hoped that we will be fully staffed for the new school year.

Mobile Use In School

The 'bag it or box it' campaign trialled within S2 was a success and has now been adopted and will continue across the school.

STEM Day

This year's STEM day was another success with plans already started for next year, including make it part of the P7 transition.

Improvement Plan

Miss Stewart will be looking for input the week beginning 16th June. Learning, teaching and assessment will become the number one focus of the plan, as well as wellbeing and building resilience. It is hoped that AI will also feature following a visit to Belmont Academy to understand how they are using AI to develop subjects to target specific groups e.g. those with a lower reading age than expected or those that need pushed/challenged. There is currently no permission within East Ayrshire to use AI.

Staff Development Survey

To understand what staff are aiming for in their careers. Will work with Education Scotland to develop those who want to progress.

School Repairs & Facilities Management



Charmaine is making a great difference and has implemented a change to the janitor working hours and increased the number of cleaners.

Work to install Whiterock will commence on B Floor.

Reception will be remodelled

Primary has been consolidated on to one floor to give additional space to Hillside

Vape alarms are being installed

Heating and ventilation works will take place over the summer break.

P7 Open Evening

The event was a great success with over 300 parents attending

7. Report from Fundraising Sub-Committee

There have been no events since our last meeting.

8. Financial Report from Treasurer

Amanda advised the current balance is £455.30.

9. AOCB

It was asked again if all toilets are open to pupils. Miss Stewart advised that the only toilets currently closed are the boys at the Spanish steps to allow for refurbishment. All others are open but will be locked to allow for cleaning.

10. Date of Next Meeting

Next meeting will be the AGM, date to be confirmed.



Rolling Action Log

Action items	Owner(s)	Notes	Status
SPT Complaints	PC Chair/HT	Chair has form and has contacted SPT to discuss submitting these on behalf of school. Will circulate the form to PC members and will note on social media/school app.	Ongoing, further update to be provided at next meeting.
Parent Council Prize	PC Members	Prize to be considered and agreed	Open
ACTIONS COMPLETED AND CLOSED			
Treasurer Role	PC Members	Amanda Luff confirmed interest in Treasurer role and was appointed.	Closed
Fundraising Committee	PC Members	Confirmed Fundraising Committee will be a sub-committee reporting into the Parent Council and will look to involve teachers and pupils	Closed