

COMHAIRLE NAN EILEAN SIAR Department of Education & Children's Services Minute/Note of Meeting		TITLE	Parent Council Meeting		
		DATE	Monday 19th April 2021	TIME	6.30pm
		VENUE	Via V-scene		
		DISTRIBUTION	All Members & MC Ferguson, SEO.		
Present:	Aileen MacSween (HT), Gordon Macleod, Rhoda Campbell, Cllr Grant Fulton, Kirsty Donnelly (DHT), Cllr John Mitchell, Alison Macdonald, Lucy Toor, Donella Barker.				
Apologies:	Andrew Coghill, Anna Morrison, Pauline Macleod (DHT), Donna Macleod, Ruth Miller, Cllr Paul Finnegan, Finlay Macleod, Rebecca Passmore.				
Absent:					
Agenda Item					
1	Welcome	A Macdonald welcomed everyone and chaired the meeting in the absence of A Coghill (Acting Chair).			
2	Apologies	As noted above.			
3	Minutes of meetings on 22.02.21 and 22.03.21	The minute of Monday 22 nd February 2021 was agreed to be an accurate record – proposed: G Macleod, seconded: R Campbell. The minute of Monday 22 nd March 2021 was agreed to be an accurate record – proposed: L Toor, seconded: G Macleod.	Email to MC Ferguson Upload on website.	MCM	ASAP
4	Matters Arising	Matter arising in the minutes will be discussed in the course of the meeting.			
5	Head Teacher Post Update	The Head Teacher's post was advertised on Thursday 1 st April and the closing date is Monday 19 th April at midnight. AMS will contact Human Resources tomorrow and inform the Parent Council of the outcome. AMS is hopeful that there will be a number of applicants for the post.	Contact PC regarding HT applicants	AMS	20.04.21
6	Wearing Masks in School	AMS provided details of an email from a parent that was sent to the HT, A Coghill, Parent Council, W Macdonald, Director of Education and D Macleod, Senior Education Officer regarding pupils wearing face masks all day in the secondary department. AMS listed the concerns that have been raised by the parent. She also explained local authorities are guided by the Scottish Government and Public Health Team to ensure a consistent approach across all schools. Mr W Macdonald, D of E has responded to the parent acknowledging receipt of the correspondence on behalf of the school, Parent Council and Education Department. Points raised by the parent will be discussed at the next Health and Safety Committee Meeting and at the next Western Isles Parent Forum. AMS said it is not pleasant having to wear masks all the time, although it is vital for protection against the spread of Covid19. Pupils are encouraged to go outside at break times, as masks are not required outdoors. All classrooms and corridors are also well ventilated at all times, with doors and windows open throughout the school.			

7	SQA Update	SQA continue to send out weekly updates for staff, pupils and parents. The latest update received last week will be issued to parents shortly and highlights the timeline of what is happening in school with regards to the alternative certification model. Senior pupils are currently undertaking formal assessments. Two additional SQA Inservice Days for Secondary Staff will take place on Monday 17 th May and Monday 7 th June to enable internal and authority wide moderation to be undertaken. School will be closed for secondary pupils on these days. AMS provided details of meetings that have taken place within school and at authority level to ensure all schools across the Western Isles are following the same procedures and using the same standardised documentation. JGM acknowledged and appreciated the additional pressure on teaching staff and pupils to achieve these assessments in such a narrow timescale.	Send out SQA update to parents of Senior pupils	AMS	ASAP
8	School Improvement Planning	<p>The School Improvement Plan was completed last October and has been shared with members. Due to recent lockdown AMS explained there has been limited time available to work on these projects. This current document will be quality assured based on the traffic light system. She also mentioned although it was originally suggested this document may continue into next session, Head Teachers are now required to compile a revised School Improvement Plan for next session that is to be finalised before the end of June 2021.</p> <p>A questionnaire using the HMIE format will be issued to parents, pupils and staff for feedback. AMS explained it is challenging to complete the projects within the timescale of the school session. Further work on this plan will be completed this term and an update will be provided for members at the next meeting.</p> <p>LT acknowledged the pressure on staff to undertake these projects, but would prefer for staff to concentrate on supporting pupils, especially with regards to learning and teaching assessments.</p>	Update members on the School Improvement Plan	AMS	31.05.21
9	Head Teacher's Report	<p>AMS is pleased that all pupils have returned to school on a full time basis and have settled in well. They have coped extremely well with the various challenges of wearing face coverings, using the one-way system and adhered to social distancing when required to do so. AMS recommended the end of term newsletter as a good update for parents to read.</p> <p><i>Sgoil Àraich</i> Six new children in the Sgoil Àraich now bring the total number of children up to 21. This number will also be increasing next session. Laura MacAulay has completed her Modern Apprenticeship Course and AMS is pleased that her contract has been extended for the remainder of this session and possibly into next session too. They will be focussing on Transition work for P1 in the next few weeks.</p> <p><i>Primary</i> Pupils have settled back into school very well. AMS gave details of a booklet she had been presented with by P5-7GM pupils who were working on a class project. The booklet called 'Ceannard airson Latha' details what the children would do if they were the Head Teacher for a day!</p>			

9	Head Teacher's Report.....continued	<p><i>Primary... continued</i></p> <p>Planning for P7 and S1 transition is in place and has commenced virtually for no. It will be challenging to follow our normal transition practice not only due to Covid19 restrictions as also there will be no study leave this session for senior pupils to free up Secondary teachers to take the new S1 cohort over 3 days in May. Further planning and thought is to be given to this process once schools can have pupils visiting from other schools, hopefully with further easing of restrictions from mid-May onwards. Two pupils will also be transferring from Sgoil Nan Loch to Sir E Scott Secondary in August.</p>			
		<p><i>Secondary</i></p> <p>As well as following all guidelines in the premises risk assessment, pupils and staff are also undertaking voluntary LFD testing, all of which contributes towards preventing the spread of Covid19. Pupils and staff enjoyed participating in the 10,000 steps a day challenge in March to raise funds for Cancer Research. This was very successful and effective, raising £1096.00 for this worthy cause. AMS thanked staff member's K Donnelly, L Rogers and Ruth Macleod, School Captain for organising this initiative which has had a positive impact on mental health and wellbeing.</p> <p>There is a significant amount of work to be completed across the school before the end of term. Mr W Macdonald, Director of Education will be meeting with Senior Management in all schools via Teams in May as due to covid19 it is not possible to undertake physical meetings in schools.</p> <p>AMS explained this is an ongoing period of recovery after such a challenging time for pupils and staff.</p>			
		<p><i>School Photos</i></p> <p>AMS spoke to pupils regarding the school photographs and they wish to have photos of their year group taken. They were unsure about individual/family group photos. This was discussed at length. Parent members agreed year group photos is a good idea, especially for P7 pupils and school leavers. Official school photos for other year groups can be taken all being well in September 2021. As there are only a small number of photos to be taken, it was agreed these would be done in school by a member of staff. It was agreed pupils will wear formal school uniform for the official photos.</p>	Arrange Year Group photos of school leavers and P7 pupils to be taken by a member of staff.	AMS	ASAP
10	End of Session Event for School Leavers	<p><i>Secondary Prom</i></p> <p>AMS provided details of a meeting with senior pupil's R Macleod and A Lightbody regarding an end of session secondary event in June. She explained the current Route Map out of Lockdown looks like we will be in level 1 by beginning of June and Level 0 by the end of June. It is unclear what restrictions may still be in place at this time. Initial enquiries have been made with Sarah Scott, Harris Hotel for a meal on Friday 18th June. This would be restricted to leavers only and a small number of staff with a pre-order menu. The Community Centre is also available on Friday 18th June for a larger gathering of pupils and staff. All present agreed leavers should have an event to commemorate the end of their time in school.</p>	<p>Discuss various options with Ruth & Abbie.</p> <p>Discuss with former pupils leavers dinner as they were unable to have one last year.</p>	AMS	ASAP
				AMS	ASAP

10	End of Session Event for School Leavers.....continuedcontinued	<i>Secondary Prom.....continued</i> This was discussed at length, with the following suggestions being considered; <ul style="list-style-type: none"> • Event taking place in the school rather than the Community Centre. • Using outside caterers, rather than a meal in Harris Hotel. • Meal in Harris Hotel for school leavers and small number of staff and no prom. • Plan for various events taking into consideration each level with its restrictions as a back-up plan. These options will be presented to senior pupils for consideration. Until further clarification on levels has been decided, no set plans can be made. All present agreed last year's leavers should also be offered the opportunity to attend a meal to mark the end of their time in school. AMS will discuss this with former pupils.			
		<i>Other School Events</i> Leavers Assembly will hopefully take place on Thursday 17 th June. Primary Prom and Prizegiving Ceremony will also take place at the end of June if possible. Activities Week and Primary Sports Day are also being considered as the Scottish Government are encouraging schools to make use of all outdoor spaces. There are no plans for Primary School Trips. There will be further announcements from the Scottish Government next week and by mid May, we should have an idea what restrictions will be in place in June.			
		<i>Vouchers for School Leavers</i> All present agreed the Parent Council should purchase Amazon Vouchers for school leavers. There are approximately 18 pupils leaving school this summer; 13 in S6, 4 in S5 and 1 in S4. It was agreed these vouchers will be presented to pupils at the Leavers Assembly on Thursday 17 th June. Official leaving dates have not yet been confirmed, although two dates have been suggested by the local authority. All pupils taking National 4 course may leave on 31.05.21. All other pupils may leave on Friday 11 th June if courses/ gathering assessment evidence has been completed.			
11	AOCB	There was no other competent business.			
12	Date of Next Meeting	The next meeting of the Parent Council will be Monday 31 st May at 6.30pm, this will hopefully be a physically, socially distanced meeting in the school. AMD thanked to everyone for attending and the meeting closed at 7.45pm.			