

<p style="text-align: center;"><b>COMHAIRLE NAN EILEAN SIAR</b> Department of Education &amp; Children's Services</p> <p style="text-align: center;"><b>Minute/Note of Meeting</b></p>		<b>TITLE</b>	<b>Parent Council Meeting</b>			
		<b>DATE</b>	<b>Monday 28<sup>th</sup> October 2024</b>	<b>TIME</b>	<b>6.30pm</b>	
		<b>VENUE</b>	<b>Sir E Scott School</b>			
		<b>DISTRIBUTION</b>	<b>All Members &amp; MC Ferguson, Head of Education.</b>			
<b>Present:</b>	Andy Murray (Head Teacher), Kathleen Duce, Jenna Morrison, Cllr P Finnegan, Pauline Macleod (Depute Head Teacher) Stuart King, Peter Sixsmith, Adam Johnson (Depute Head Teacher), Louisa MacDougall, Peigi Morrison, Emma Mackinnon					
<b>Apologies:</b>	Gordon Macleod, Cllr Kenny Macleod, Donna Macleod, Marion Nichols.					
<b>Agenda Item</b>						
<b>1</b>	<b>Welcome</b>	KD welcomed everyone to the meeting.				
<b>2</b>	<b>Apologies</b>	Apologies were noted above.				
<b>3</b>	<b>Minute of 9<sup>th</sup> September 2024</b>	The minute of the meeting held on 09.09.24 was agreed to be an accurate record – proposed: J Morrison, seconded: P Sixsmith.				
<b>4</b>	<b>Matters Arising</b>	<b>5, Head Teacher's Report - SQA Analysis, PC Constitution and ParentZone</b> All the above information was shared with Parent Council members.			•	
<b>5</b>	<b>Head Teacher's Report</b>	<p><b>Successes and Achievements</b> AM acknowledged the success of pupils who participated in the Royal National Mod. He thanked parents, especially Jayne MacDonald and staff for their time and effort. The behaviour and conduct of the pupils were exemplary and a credit to the school and community. Following the recent Care Inspectorate visit to the Sgoil Àrach. Staffing is more stable, and there has been significant progress since the last inspection. They will return before the end of March 2025.</p> <p>PML mentioned the four committees' primary pupils are currently focussing on – Pupil Council, Sports Committee, Media Committee and Eco School Group. This is being done during the school day and is being facilitated by staff.</p> <p>Lunchtime and Afterschool Clubs are very popular with a number of clubs taking place throughout the Primary and Secondary Department.</p> <p>AM provided details of a recent presentation by Juliette Desportes for Secondary pupils regarding the Harris Youth Hub.</p>			•	
		<p><b>Staffing</b> Diane Kennedy has been appointed to the permanent post of Principal Teacher Pupil Support. Mr Angus MacIennan, has been appointed as DYW Co-ordinator, although he has not started in school yet. In the meantime, AJ and AM will support the S6 Work Placements. Mrs Catherine Macleod will be covering the majority of Jenni Stokes maternity cover, Ms Christine Stokes will also cover one morning. Ms Jemma Martin has also been appointed as SFLA.</p>			•	

5	<b>Head Teacher's Report.....</b> .....continued	<b>Attendance</b> AM provided details of the school Attendance Policy. AM shared a draft letter with members for feedback. This will be issued to parents, to highlight the importance of regular school attendance. Currently a third of pupils in the Secondary are below 85% attendance, a third of pupils in the Primary are under 90% attendance. Parents should be aware the impact low attendance has on learning and teaching. Following a brief discussion, suggestions were made for amendments to the letter. AM thanked everyone for their input.	• Issue letter to parents regarding attendance.	AM	
		<b>Primary 6/7 Residential Trip</b> AM gave details of a possible P6/7 mainland residential trip that will take place once every couple of years. This will also include pupils from Leverhulme Memorial School. Prices range from £250 - £450 for a 3-day residential trip. AM will issue a survey to parents in the next couple of weeks to gauge interest. Fundraising and parent contribution will be options for covering costs. KD mentioned the possibility of applying for external funding. AJ mentioned there is a Secondary Residential trip to Badaguish for S5 pupils in June 2025, the cost will be approximately £350 per pupil.	• Issue survey to parents regarding P6/7 Residential Trip	AM	
		<b>RSHP</b> Consultation with parents regarding RSHP will take place soon. The Lewis and Harris RSHP Resource has been amended and is now age appropriate. Primary staff have been trained and the same approach will be used across the school. Further information will be issued to parents in due course.	• Issue information to parents regarding RSHP Consultation	AM	
6	<b>Life Skills</b>	KD had requests from parents for Life Skills to be included in the curriculum ie. First Aid, Mechanics, Finances etc. AJ mentioned this may be possible as part of the PSE programme. Bank of Scotland have been in contact with the school, regarding speaking to senior pupils about finances. AJ confirmed this is part of the PSE curriculum for S1-S6 pupils.	• Look at incorporating Life Skills in the PSE Curriculum	AJ	
7	<b>Parent Council Constitution Review</b>	KD thanked members who submitted feedback on the document previously circulated. Once the changes have been made, this will be then sent to the Parent Members, before being issued to the Parent Forum for the final agreement. KD would like to have this finalised before the end of this term.	• Issue Constitution to Parent Members and the Parent Forum.	KD	
8	<b>Gaelic Music Instructor</b>	KD and EM will compose a letter to Mr D Macleod, Chief Officer for Education & Children's Services, highlighting all the concerns raised and the implications of not having a Gaelic Music Instructor in post. Letters will also be sent to local Councillors.	• Send letters regarding GM Instructor Post	KD/EM	
9	<b>Financial Update</b>	PM has been in contact with D Coghill and the paperwork has been completed. Funding is always required for pupil activities, school trips, Christmas parties etc. AM said they would like funds to support pupil experiences. Fundraising was briefly discussed. PM provided an update of accounts. The current balance on 28.10.24 is £796.72	•		
10	<b>Date of Next Meeting</b>	KD thanked everyone for attending and the meeting closed at 7.45pm. The next meeting will take place on Monday 2 <sup>nd</sup> December 2024 at 6.30pm in the staffroom.	•		