

**PACK meeting**  
**Kirkcaldy High School**  
**13<sup>th</sup> May 2025**

**Attendees:**

Chris Mckay – head teacher  
Cllr David Ross – fife council  
Laura Frew – parent  
Susan Watson P7 parent  
Kerry Gibb – Parent/teacher  
Alison Waitlaw – parent  
Gillian Drummond – P7 parent  
Tricia Hunter Parent  
Sandy Young – Teacher (7.15)

**Laura** opened the meeting by expressing her thanks to everyone for attending.

**Chris – School Update:**

- The school has settled back into routine despite recent challenges caused by a power outage. During the outage, there were concerns regarding the lack of food provisions and the safety of students. It was agreed that students would be sent home to prioritise the well-being of those sitting exams. Ironically, the electricity returned once the students had left, but it was deemed impractical to bring them back at that point.
- Over the weekend, there was a break-in at the school's kitchen area. This incident follows a similar break-in at St Andrews High the previous Tuesday. It is currently unclear if the two events are connected.
- Exams are progressing well, with high attendance and positive student morale. Tomorrow is the National 5 Maths and Applications of Maths exams. Presentation has notably improved, with approximately 140 students participating this year compared to around 90 in previous years.

**Staffing Updates:**

- Mr. Walsh was covering for Mrs. Donaldson (PTG) but has now moved back to teacher of Business. Mrs. Harrower has taken over the role for the next six weeks until Mrs Donaldson returns.
- Mrs Christie will continue in the temporary role of PTG Carlyle house until Jan 26.
- Mr. Fleming (PTC Science) is retiring at the summer holidays. Ms. Tennant has been appointed as PTC Science from August 25.
- Ms Smith, who teaches Home Economics, has now been made a permanent member of staff from August 25.

- Mrs Currie from the Support for Learning department has now been made a permanent member of staff from August 25

### **One-to-One Device Rollout:**

- From **September 25**, all pupils from **P6 to S6** will receive their own one-to-one digital device. Staff will receive their devices in **June**, while pupils are expected to receive theirs around **September 16/17**. Professional support will be available to help manage this transition effectively.

### **Financial Overview:**

- For the financial year **April to March**, the school reported an underspend due inability to recruit in maths at the turn of the year.. These unspent funds will be carried forward into the new financial year.

### **Curriculum and School Development:**

- A new timetable was implemented on **Monday**.
- The school's improvement priorities has been structured in phases over the past 3 years:
  - **Year 1:** Focused on stabilising the school environment and ensuring a safe space for students.
  - **Year 2:** Prioritised developing the appropriate curriculum.
  - **Year 3:** As above
  - **Moving forward:** Focus on enhancing learning and teaching, raising attainment and supporting student wellbeing.

### **Exams – National 5 Applications of Maths:**

- Laura enquired whether students could be offered the chance to sit both National 5 Maths and Applications of Maths.
- Chris confirmed that a letter will be sent to parents. Students interested in Applications of Maths (alongside National 5 Maths) will be provided with the necessary materials but the subject will not be taught in class. Those wishing to sit the exam will be encouraged and supported.

### **Wellbeing, Equality, and Inclusion Update – Kerry Gibb:**

- Kerry provided an overview of her role and the current wellbeing, equality, and inclusion plan, which aims to assess the school's current climate and plan for future improvements.
- Key issues identified include challenges around **hidden disabilities, discrimination, racism, and sexual orientation**.
- While assemblies are useful, Kerry emphasised the need for **targeted workshops**, broken down by year group, to address these sensitive topics more effectively.

### **Diversity and Inclusion Activities:**

- Pupils at the school speak **36 different languages**. A recent initiative involved students working in mixed groups to bake traditional Italian recipes, with instructions provided

half in English and half in Italian. This helped raise awareness about the challenges faced by students whose first language is not English.

### **Bullying and Safety:**

- Laura asked if bullying incidents had decreased. Kerry noted that although it may seem bullying has increased, this is likely due to a lack of comparable historical data since she joined KHS.
- A **tiered response system** is in place for dealing with incidents, ranging from educational interventions to removal from class for repeat offenders.
- Chris shared that during a recent "Bullet" survey, **97% of students reported feeling safe**, an improvement from **81%** previously.
- KHS is making bullying reporting more accessible for students without fear of being singled out.

### **Communication Concerns:**

- Parent Council members raised concerns that **communication with the school**—particularly with guidance teachers—can be difficult.
- Chris responded that all emails sent via the main enquiries address are tracked and updated, with a **3-day response target**, unless the matter involves **child protection**, which is prioritised. Calls are also **colour-coded** to help manage responses. Work continues on this.

### **Parent Council Changes:**

- Laura announced she is stepping down as **Chairperson** due to personal reasons.
- Tricia is also stepping down as **Secretary**, as her working hours are increasing.
- Alison will remain as **Vice Chair** and has kindly agreed to **chair the next meeting** while new appointments are made.

### **Positive Relationships Policy:**

- Kerry shared that she has been working alongside **Sandy Young** to develop a **Positive Relationships Policy**, focusing on mutual expectations between staff and students. The policy also explores ways to formally **recognise the achievements** of students, especially those who attend regularly and work hard.

### **Community Concerns:**

- Alison raised a question regarding the **recent fire-related incidents**, asking if students from KHS were involved.
- Chris clarified that while some young people involved attend KHS, the gatherings consist of individuals from **various areas**. The **police, Safer Communities teams**, and other agencies are actively working to prevent further incidents, such as the one that occurred in **Kinghorn**.

### **Closing Remarks:**

- Chris expressed his appreciation to the **Parent Council** for their support over the past year.
- Laura thanked the **new parents** who had recently joined and are enthusiastic about getting involved.